

## NOTICE OF MEETING

In accordance with the Texas Open Meetings Act (Texas Government Code, Chapter 551), notice is hereby given that the Board of Directors of the **Cibolo Creek Municipal Authority** will hold its regular meeting at 6:00 p.m. on February 9, 2017 at CCMA's office, located at 100 Dietz Road in Schertz, Texas. The following matters will be considered and may be acted upon at this meeting:

1. Call To Order
2. **Roll Call to Establish a Quorum:** Mr. Ken Greenwald, President; Mr. Richard Braud, Vice-President; Mrs. Reginna Agee, Secretary-Treasurer; Mr. T. "Jake" Jacobs, Director; Mr. Bobby Greaves, Director
3. *Citizens to be Heard: This time is set aside for any person who wishes to address the Board. Each person should fill out the speaker's register prior to the meeting. Presentations should be limited to no more than 3 minutes. All remarks shall be addressed to the Board as a body, and not to any individual member thereof. Any person making personal, impertinent, or slanderous remarks while addressing the Board may be requested to leave the meeting. Discussion by the Board of any item not on the agenda shall be limited to statements of specific factual information given in response to any inquiry, a recitation of existing policy in response to an inquiry, and/or a proposal to place the item on a future agenda. The presiding officer, during the Citizens to be Heard portion of the agenda, will call on those persons who have signed up to speak in the order they have registered.*
4. The Board of Directors of Cibolo Creek Municipal Authority may enter into Executive Session, as follows:
  - (a) to deliberate the purchase, exchange, lease, or value of real property, in accordance with Section 551.072 of the Texas Government Code.
5. Discuss, Consider, and Take Action on the purchase, exchange or lease of real property (C. Ellis).
6. Discuss, Consider, and Take Action on the minutes from the January 26, 2017 Special Directors Meeting (C. Ellis)
7. Discussion on Systems Information (B. Bradley/C. Ellis)
8. Discussion on Potential SSLGC Easement (C. Ellis)
9. Receive Presentation on Construction Projects Timeline (R. Madsen/C. Ellis/N. Sherman)
10. Discuss, Consider, and Take Action on a Request for Proposals for the Town Creek Lift Station and Force Main Upgrade Project, with Selection to be on the Basis of Lowest Priced Technically Acceptable (C. Ellis/N. Sherman)
11. Discuss, Consider, and Take Action on Order Adopting a Records Management and Retention Policy and Appointing a Records Management Officer (C. Ellis)
12. Review of Risk Management Policy (R. Madsen)
13. Administrative Section: 13.1 End of Month Reports-January (R. Madsen)  
13.2 Discuss, Consider, and Take Action on Approval of Expenditure List-February 9, 2017 (R. Madsen)
14. Staff Reports Pertaining to:
  1. Update on OJR Plant Expansion (N. Sherman)
  2. Update on South Plant (N. Sherman)
  3. Update on Dietz Creek Lift Station Project (N. Sherman)
  4. Update on Town Creek Force Main (N. Sherman)
15. Requests by Directors and/or General Manager for items to be placed on a future agenda
16. Adjournment

I, Christine D. Budnik, certify that the above agenda was posted on the front door of the CCMA administrative office building at 100 Dietz Rd. in Schertz, TX on the 3rd day of February, 2017 and which place is readily accessible to the public at all times. Meeting agendas are also posted on the Authority website at [www.ccmatrix.org](http://www.ccmatrix.org)

Cibolo Creek Municipal Authority

By: 

Date: 2-3-17

## NOTICE OF SPECIAL MEETING

In accordance with Government Code, Chapter 551 of the Open Meetings Act, notice is hereby given that the governing body of the **Cibolo Creek Municipal Authority** will meet at 6:00 p.m. on January 26, 2017 at CCMA's office-100 Dietz Road in Schertz, Texas for the purpose of considering the following:

1. Call To Order
2. **Roll Call:** Mr. Ken Greenwald, President; Mr. Richard Braud, Vice-President; Mrs. Reginna Agee, Secretary-Treasurer; Mr. T. "Jake" Jacobs, Director; Mr. Bobby Greaves, Director  
**Staff :** Mr. Clint Ellis, General Manager; Ms Christine Budnik, Assistant to the General Manager; Mr. Brandon Bradley, Special Projects Manager; Mr. Ryan Madsen, Business Manager; Mr. Robert Dabney, Utility Director; Mr. Nick Sherman, Project Manager
3. Citizens to be Heard: *This time is set aside for any person who wishes to address the Board. Each person should fill out the speaker's register prior to the meeting. Presentations should be limited to no more than 3 minutes. **All remarks shall be addressed to the Board as a body, and not to any individual member thereof. Any person making personal, impertinent, or slanderous remarks while addressing the Board may be requested to leave the meeting.** Discussion by the Board of any item not on the agenda shall be limited to statements of specific factual information given in response to any inquiry, a recitation of existing policy in response to an inquiry, and/or a proposal to place the item on a future agenda. The presiding officer, during the Citizens to be Heard portion of the agenda, will call on those persons who have signed up to speak in the order they have registered.*
4. Executive Session Held in Accordance with:  
**(a) Section 551.071 of the Texas Government Code**, for consultation with attorney regarding pending or contemplated litigation with Green Valley Special Utility District/contract and procurement issues and  
**(b) Section 551.072 of the Texas Government Code**, to deliberate the purchase, exchange, lease, or value of real property
5. Board reconvenes into open session to authorize the General Manager to take any action(s) on discussions in Executive Session (a) and (b)
6. Consideration/Approval of the minutes from the December 8, 2016 Directors Meeting (C. Ellis)
7. Consideration/Approval of FY2016 audit (R.Madsen/C. Ellis)
8. Consideration/Approval of the Selection Committee's report and recommendations relating to the evaluation of proposals for pre-selected equipment for the Odo J. Riedel Regional Water Reclamation Plant to determine the proposals that will provide the best value for CCMA. The Board will not take action to award contracts directly to the offerors. Such selected equipment would be furnished under the construction contract, if awarded by the Board, for construction of the Odo J.Riedel Water Reclamation Plant Expansion and Improvements (C. Ellis/N. Sherman)
9. Consideration/Approval of the Selection Committee's report and recommendations relating to the evaluation of Bids from for Prequalified Bidders for construction of the Odo J. Riedel Regional Water Reclamation Plant Expansion and Improvements. The Board may take action to award a contract (C. Ellis/N. Sherman)
10. Discussion on systems information (B. Bradley/C. Ellis)
11. Discussion on Town Creek Lift Station (C.Ellis)
12. Consideration/Approval of change order #7 for Dietz Creek Lift Station Project (N. Sherman)
13. Consideration/Approval of updated check signing policy (R. Madsen)
14. Administrative Section:
  - 14.1 Quarterly Investment Review in accordance with Public Funds Investment Act (R. Madsen)
  - 14.2 End of Quarter Reports-1<sup>st</sup> Qtr. FY2017 (R. Madsen)
  - 14.3 End of Month Reports-December (R. Madsen)
  - 14.4 Approval of Expenditure List-December 30, 2016 (R. Madsen)
  - 14.5 Approval of Expenditure List-January 26, 2017 (R. Madsen)
15. Staff Reports Pertaining to:
  1. Update on OJR Plant Expansion (N. Sherman)
  2. Update on South Plant (N. Sherman)
  3. Update on Dietz Creek Lift Station Project (N. Sherman)
  4. Update on Town Creek Force Main (N. Sherman)
16. Requests by Directors and/or General Manager for items to be placed on a future agenda
17. Adjournment

I, Christine D. Budnik, certify that the above agenda was posted on the front door of the CCMA administrative office building at 100 Dietz Rd. in Schertz, TX on the 19<sup>th</sup> day of January 2017 and which place is readily accessible to the public at all times. Meeting agendas are also posted on the Authority website at [www.ccmatrix.org](http://www.ccmatrix.org)

## NOTICE OF MEETING

In accordance with Government Code, Chapter 551 of the Open Meetings Act, notice is hereby given that the governing body of the **Cibolo Creek Municipal Authority** will meet at 6:00 p.m. on December 8, 2016 at CCMA's office-100 Dietz Road in Schertz, Texas for the purpose of considering the following:

1. Call To Order
2. **Roll Call:** Mr. Ken Greenwald, President; Mr. Richard Braud, Vice-President; Mrs. Regina Agee, Secretary-Treasurer; Mr. T. "Jake" Jacobs, Director; Mr. Bobby Greaves, Director  
**Staff :** Mr. Clint Ellis, General Manager; Ms Christine Budnik, Assistant to the General Manager; Mr. Brandon Bradley, Special Projects Manager; Mr. Ryan Madsen, Business Manager; Mr. Robert Dabney, Utility Director; Mr. Nick Sherman, Project Manager
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4. Executive Session Held in Accordance with:  
**(a) Section 551.071 of the Texas Government Code**, for Consultation with Attorney Regarding Pending or Contemplated Litigation with Green Valley Special Utility District/Contract and Procurement Issues and  
**(b) Section 551.072 of the Texas Government Code**, to Deliberate the Purchase, Exchange, Lease, or Value of Real Property
5. Board Reconvenes into open Session to Authorize the General Manager to take any Action(s) on Discussions in Executive Session (a) and (b)
6. Consideration/Approval of the Minutes from the November 10, 2016 Directors Meeting (C. Ellis)
7. Discussion on Systems Information (R. Dabney)
8. Consideration/Approval to Purchase Gooseneck Trailer and Roll Offs and Associated Budget Amendment (R. Dabney)
9. Discussion Regarding Blowers at OJR Plant (R. Dabney/M. Ledford)
10. Consideration/Approval to Ratify Actions of the General Manager's Execution of Change Orders #4 and #5 for the Dietz Creek Lift Station Project (C. Ellis/N. Sherman)
11. Consideration/Approval of Change Order #6 for the Dietz Creek Lift Station Project (N. Sherman)
12. Consideration/Approval of Interlocal Agreement for Expansion of Woman Hollering Treatment Plant Between Cibolo Creek Municipal Authority and City of Schertz (C. Ellis/R. Madsen)
13. Consideration/Approval of Special Counsel Agreement with the Law Firm Denton Navarro Rocha Bernal Hyde & Zech, P.C. (C. Ellis)
14. Budget/Capital Budget Review Presentation (R. Madsen)
15. Consideration/Approval to Change Regular January Board Meeting Date (C. Ellis/N. Sherman)
16. Administrative Section:
  - 16.1 End of Month Reports-November (R. Madsen)
  - 16.2 Approval of Expenditure List- November 30, 2016 (R. Madsen)
  - 16.3 Approval of Expenditure List-December 8, 2016 (R. Madsen)
17. Staff Reports Pertaining to:
  1. Update on OJR Plant Expansion (N. Sherman)
  2. Update on South Plant (N. Sherman)
  3. Update on Dietz Creek Lift Station Project (N. Sherman)
  4. Update on Town Creek Force Main (N. Sherman)
18. Requests by Directors and/or General Manager for Items to be placed on a Future Agenda
19. Adjournment

I, Christine D. Budnik, certify that the above agenda was posted on the front door of the CCMA administrative office building at 100 Dietz Rd. in Schertz, TX on the 2<sup>nd</sup> day of December, 2016 and which place is readily accessible to the public at all times. Meeting agendas are also posted on the Authority website at [www.ccmatrix.org](http://www.ccmatrix.org)

## NOTICE OF MEETING

In accordance with Government Code, Chapter 551 of the Open Meetings Act, notice is hereby given that the governing body of the **Cibolo Creek Municipal Authority** will meet at 6:00 p.m. on November 10, 2016 at CCMA's office-100 Dietz Road in Schertz, Texas for the purpose of considering the following:

1. Call To Order
2. **Roll Call:** Mr. Ken Greenwald, President; Mr. Richard Braud, Vice-President; Mrs. Reginna Agee, Secretary-Treasurer; Mr. T. "Jake" Jacobs, Director; Mr. Bobby Greaves, Director  
**Staff :** Mr. Clint Ellis, General Manager; Ms Christine Budnik, Assistant to the General Manager; Mr. Brandon Bradley, Special Projects Manager; Mr. Ryan Madsen, Business Manager; Mr. Robert Dabney, Utility Director; Mr. Nick Sherman, Project Manager
3. Citizens to be Heard: *This time is set aside for any person who wishes to address the Board. Each person should fill out the speaker's register prior to the meeting. Presentations should be limited to no more than 3 minutes. **All remarks shall be addressed to the Board as a body, and not to any individual member thereof. Any person making personal, impertinent, or slanderous remarks while addressing the Board may be requested to leave the meeting.** Discussion by the Board of any item not on the agenda shall be limited to statements of specific factual information given in response to any inquiry, a recitation of existing policy in response to an inquiry, and/or a proposal to place the item on a future agenda. The presiding officer, during the Citizens to be Heard portion of the agenda, will call on those persons who have signed up to speak in the order they have registered.*
4. Executive Session Held in Accordance with:
  - (a) **Section 551.071 of the Texas Government Code**, for Consultation with Attorney Regarding Pending or Contemplated Litigation/Contract and Procurement Issues and
  - (b) **Section 551.072 of the Texas Government Code**, to Deliberate the Purchase, Exchange, Lease, or Value of Real Property
5. Board Reconvenes into open Session to Authorize the General Manager to take any Action(s) on Discussions in Executive Session (a) and (b)
6. Consideration/Approval of the Minutes from the October 13, 2016 Directors Meeting (C. Ellis)
7. Discussion on Systems Information (R. Dabney)
8. Follow-up Discussion on Tax Levy Process (R. Madsen)
9. Consideration/Approval of Healthcare Plan Renewal (R. Madsen)
10. Administrative Section:
  - 10.1 End of Month Reports-October (R. Madsen)
  - 10.2 Approval of Expenditure List-October 28, 2016 (R. Madsen)
  - 10.3 Approval of Expenditure List-November 10, 2016 (R. Madsen)
11. Staff Reports Pertaining to:
  1. Update on OJR Plant Expansion (N. Sherman)
  2. Update on South Plant (N. Sherman)
  3. Update on Dietz Creek Lift Station Project (N. Sherman)
  4. Update on Town Creek Force Main (N. Sherman)
12. Requests by Directors and/or General Manager for Items to be placed on a Future Agenda
13. Adjournment

I, Christine D. Budnik, certify that the above agenda was posted on the front door of the CCMA administrative office building at 100 Dietz Rd. in Schertz, TX on the 3rd day of November, 2016 and which place is readily accessible to the public at all times. Meeting agendas are also posted on the Authority website at **[www.ccmatrix.org](http://www.ccmatrix.org)**



**Cibolo Creek Municipal Authority**  
**MEETING OF THE BOARD OF DIRECTORS AGENDA-October 13, 2016**

1. Call to order at 6:00 p.m. at 100 Dietz Road-Schertz, Texas
2. **Roll Call:** Mr. Ken Greenwald, President; Mr. Richard Braud, Vice-President; Mrs. Reginna Agee, Secretary-Treasurer; Mr. Bobby Greaves, Director; Mr. T. "Jake" Jacobs, Director  
**Staff:** Mr. Clint Ellis, General Manager; Ms Christine Budnik, Assistant to the General Manager; Mr. Brandon Bradley, Special Projects Manager; Mr. Ryan Madsen, Business Manager; Mr. Robert Dabney, Utility Director; Mr. Nick Sherman, Project Manager
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  - (a) **Section 551.071 of the Texas Government Code**, for Consultation with Attorney Regarding Pending or Contemplated Litigation/Contract and Procurement Issues and
  - (b) **Section 551.072 of the Texas Government Code**, to Deliberate the Purchase, Exchange, Lease, or Value of Real Property
5. Board Reconvenes into open Session to Authorize the General Manager to take any Action(s) on Discussions in Executive Session (a) and (b)
6. Consideration/Approval of the Minutes from the September 8, 2016 Directors Meeting (C. Ellis)
7. Discussion on Systems Information (R. Dabney)
8. Consideration/Approval of Change Orders for Dietz Creek Lift Station Project (C. Ellis/N. Sherman)
9. Consideration/Approval to Declare Certain CCMA Property as Surplus Property (C. Ellis)
10. Consideration/Approval to Appoint an Audit Committee (R. Madsen)
11. Discussion on Draft Incentive Policy (C. Ellis/R. Madsen)
12. Discussion on Tax Levy Process (R. Madsen)
13. Consideration/Approval of Modifications to the City of Selma Wholesale Wastewater Contract (R. Madsen)
14. Consideration/Approval of CCMA Investment Policy with the Attached Fund Strategies (R. Madsen)
15. Administrative Section:
  - 15.1 Quarterly Investment Review in Accordance with Public Funds Investment Act (R. Madsen)
  - 15.2 End of Quarter Reports-4<sup>th</sup> Quarter (R. Madsen)
  - 15.3 End of Month Reports-September (R. Madsen)
  - 15.4 Approval of Expenditure List-September 30, 2016 (R. Madsen)
  - 15.5 Approval of Expenditure List-October 13, 2016 (R. Madsen)
16. Staff Reports Pertaining to:
  1. Update on OJR Plant Expansion (N. Sherman)
  2. Update on South Plant (N. Sherman)
  3. Update on Dietz Creek Lift Station Project (N. Sherman)
  4. Update on Town Creek Force Main (N. Sherman)
17. Requests by Directors and/or General Manager for Items to be placed on a Future Agenda
18. Adjournment



## Cibolo Creek Municipal Authority

### MEETING OF THE BOARD OF DIRECTORS AGENDA-September 8, 2016

1. Call to order at 6:00 p.m. at 100 Dietz Road-Schertz, Texas
2. **Roll Call:** Mr. Ken Greenwald, President; Mr. Richard Braud, Vice-President; Mrs. Reginna Agee, Secretary-Treasurer; Mr. Bobby Greaves, Director; Mr. T. "Jake" Jacobs, Director  
**Staff:** Mr. Clint Ellis, General Manager; Ms Christine Budnik, Assistant to the General Manager; Mr. Brandon Bradley, Special Projects Manager; Mr. Ryan Madsen, Business Manager; Mr. Robert Dabney, Utility Director; Mr. Nick Sherman, Project Manager
3. Citizens to be Heard: *This time is set aside for any person who wishes to address the Board. Each person should fill out the speaker's register prior to the meeting. Presentations should be limited to no more than 3 minutes. All remarks shall be addressed to the Board as a body, and not to any individual member thereof. Any person making personal, impertinent, or slanderous remarks while addressing the Board may be requested to leave the meeting. Discussion by the Board of any item not on the agenda shall be limited to statements of specific factual information given in response to any inquiry, a recitation of existing policy in response to an inquiry, and/or a proposal to place the item on a future agenda. The presiding officer, during the Citizens to be Heard portion of the agenda, will call on those persons who have signed up to speak in the order they have registered.*
4. Executive Session Held in Accordance with:  
**(a) Section 551.071 of the Texas Government Code**, for Consultation with Attorney Regarding Pending or Contemplated Litigation/Contract and Procurement Issues and  
**(b) Section 551.072 of the Texas Government Code**, to Deliberate the Purchase, Exchange, Lease, or Value of Real Property
5. Board Reconvenes into open Session to Authorize the General Manager to take any Action(s) on Discussions in Executive Session (a) and (b)
6. Consideration/Approval of the Minutes from the August 11, 2016 Directors Meeting (C. Ellis)
7. Discussion on Systems Information (R. Dabney)
8. Discussion and Possible Action on OJR Site Platting and FM3009 Roadway Dedication (C. Ellis)
9. Consideration/Approval to Purchase New Pump(s) for Aztec Lift Station and Associated Budget Amendment (C. Ellis)
10. Consideration/Approval to Purchase New Pump(s) for Town Creek Lift Station and Associated Budget Amendment (C. Ellis)
11. Consideration/Approval of Addition of Random Drug Screening Policy to Personnel Handbook (C. Ellis)
12. Consideration/Approval of FY2017 Budget (R. Madsen)
13. Administrative Section:
  - 13.1 End of Month Reports-August (R. Madsen)
  - 13.2 Approval of Expenditure List-August 31, 2016 (R. Madsen)
  - 13.3 Approval of Expenditure List-Sept. 8, 2016 (R. Madsen)
14. Staff Reports Pertaining to:
  1. Update on OJR Plant Expansion (N. Sherman)
  2. Update on South Plant (N. Sherman)
  3. Update on Dietz Creek Lift Station Project (N. Sherman)
  4. Update on Town Creek Force Main (N. Sherman)
15. Requests by Directors and/or General Manager for Items to be placed on a Future Agenda
16. Executive Session Held in Accordance with:  
**Section 551.074 of the Texas Government Code**, Annual Evaluation of the General Manager
17. Board Reconvenes into Open Session to Authorize the General Manager to take any Action(s) on Discussions in Executive Session
18. Adjournment



**Cibolo Creek Municipal Authority**  
**MEETING OF THE BOARD OF DIRECTORS AGENDA-October 13, 2016**

1. Call to order at 6:00 p.m. at 100 Dietz Road-Schertz, Texas
2. **Roll Call:** Mr. Ken Greenwald, President; Mr. Richard Braud, Vice-President; Mrs. Reginna Agee, Secretary-Treasurer; Mr. Bobby Greaves, Director; Mr. T. "Jake" Jacobs, Director  
**Staff:** Mr. Clint Ellis, General Manager; Ms Christine Budnik, Assistant to the General Manager; Mr. Brandon Bradley, Special Projects Manager; Mr. Ryan Madsen, Business Manager; Mr. Robert Dabney, Utility Director; Mr. Nick Sherman, Project Manager
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4. Executive Session Held in Accordance with:
  - (a) **Section 551.071 of the Texas Government Code**, for Consultation with Attorney Regarding Pending or Contemplated Litigation/Contract and Procurement Issues and
  - (b) **Section 551.072 of the Texas Government Code**, to Deliberate the Purchase, Exchange, Lease, or Value of Real Property
5. Board Reconvenes into open Session to Authorize the General Manager to take any Action(s) on Discussions in Executive Session (a) and (b)
6. Consideration/Approval of the Minutes from the September 8, 2016 Directors Meeting (C. Ellis)
7. Discussion on Systems Information (R. Dabney)
8. Consideration/Approval of Change Orders for Dietz Creek Lift Station Project (C. Ellis/N. Sherman)
9. Consideration/Approval to Declare Certain CCMA Property as Surplus Property (C. Ellis)
10. Consideration/Approval to Appoint an Audit Committee (R. Madsen)
11. Discussion on Draft Incentive Policy (C. Ellis/R. Madsen)
12. Discussion on Tax Levy Process (R. Madsen)
13. Consideration/Approval of Modifications to the City of Selma Wholesale Wastewater Contract (R. Madsen)
14. Consideration/Approval of CCMA Investment Policy with the Attached Fund Strategies (R. Madsen)
15. Administrative Section:
  - 15.1 Quarterly Investment Review in Accordance with Public Funds Investment Act (R. Madsen)
  - 15.2 End of Quarter Reports-4<sup>th</sup> Quarter (R. Madsen)
  - 15.3 End of Month Reports-September (R. Madsen)
  - 15.4 Approval of Expenditure List-September 30, 2016 (R. Madsen)
  - 15.5 Approval of Expenditure List-October 13, 2016 (R. Madsen)
16. Staff Reports Pertaining to:
  1. Update on OJR Plant Expansion (N. Sherman)
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  4. Update on Town Creek Force Main (N. Sherman)
17. Requests by Directors and/or General Manager for Items to be placed on a Future Agenda
18. Adjournment





## Cibolo Creek Municipal Authority

### MEETING OF THE BOARD OF DIRECTORS AGENDA-September 8, 2016

1. Call to order at 6:00 p.m. at 100 Dietz Road-Schertz, Texas
2. **Roll Call:** Mr. Ken Greenwald, President; Mr. Richard Braud, Vice-President; Mrs. Reginna Agee, Secretary-Treasurer; Mr. Bobby Greaves, Director; Mr. T. "Jake" Jacobs, Director  
**Staff:** Mr. Clint Ellis, General Manager; Ms Christine Budnik, Assistant to the General Manager; Mr. Brandon Bradley, Special Projects Manager; Mr. Ryan Madsen, Business Manager; Mr. Robert Dabney, Utility Director; Mr. Nick Sherman, Project Manager
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**(a) Section 551.071 of the Texas Government Code**, for Consultation with Attorney Regarding Pending or Contemplated Litigation/Contract and Procurement Issues and  
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5. Board Reconvenes into open Session to Authorize the General Manager to take any Action(s) on Discussions in Executive Session (a) and (b)
6. Consideration/Approval of the Minutes from the August 11, 2016 Directors Meeting (C. Ellis)
7. Discussion on Systems Information (R. Dabney)
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9. Consideration/Approval to Purchase New Pump(s) for Aztec Lift Station and Associated Budget Amendment (C. Ellis)
10. Consideration/Approval to Purchase New Pump(s) for Town Creek Lift Station and Associated Budget Amendment (C. Ellis)
11. Consideration/Approval of Addition of Random Drug Screening Policy to Personnel Handbook (C. Ellis)
12. Consideration/Approval of FY2017 Budget (R. Madsen)
13. Administrative Section:
  - 13.1 End of Month Reports-August (R. Madsen)
  - 13.2 Approval of Expenditure List-August 31, 2016 (R. Madsen)
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16. Executive Session Held in Accordance with:  
**Section 551.074 of the Texas Government Code**, Annual Evaluation of the General Manager
17. Board Reconvenes into Open Session to Authorize the General Manager to take any Action(s) on Discussions in Executive Session
18. Adjournment



## NOTICE OF MEETING

In accordance with Government Code, Chapter 551 of the Open Meetings Act, notice is hereby given that the governing body of the **Cibolo Creek Municipal Authority** will meet at 6:00 p.m. on August 11, 2016 at CCMA's office-100 Dietz Road in Schertz, Texas for the purpose of considering the following:

1. Call To Order
2. **Roll Call:** Mr. Ken Greenwald, President; Mr. Richard Braud, Vice-President; Mrs. Reginna Agee, Secretary-Treasurer; Mr. T. "Jake" Jacobs, Director; Mr. Bobby Greaves, Director  
**Staff :** Mr. Clint Ellis, General Manager; Ms Christine Budnik, Assistant to the General Manager; Mr. Brandon Bradley, Special Projects Manager; Mr. Ryan Madsen, Business Manager; Mr. Robert Dabney, Utility Director; Mr. Nick Sherman, Project Manager
3. Citizens to be Heard: *This time is set aside for any person who wishes to address the Board. Each person should fill out the speaker's register prior to the meeting. Presentations should be limited to no more than 3 minutes. All remarks shall be addressed to the Board as a body, and not to any individual member thereof. Any person making personal, impertinent, or slanderous remarks while addressing the Board may be requested to leave the meeting. Discussion by the Board of any item not on the agenda shall be limited to statements of specific factual information given in response to any inquiry, a recitation of existing policy in response to an inquiry, and/or a proposal to place the item on a future agenda. The presiding officer, during the Citizens to be Heard portion of the agenda, will call on those persons who have signed up to speak in the order they have registered.*
4. Executive Session Held in Accordance with:  
**(a) Section 551.071 of the Texas Government Code**, for Consultation with Attorney Regarding Pending or Contemplated Litigation/Contract and Procurement Issues and  
**(b) Section 551.072 of the Texas Government Code**, to Deliberate the Purchase, Exchange, Lease, or Value of Real Property
5. Board Reconvenes into open Session to Authorize the General Manager to take any Action(s) on Discussions in Executive Session (a) and (b)
6. Consideration/Approval of the Minutes from the July 14, 2016 Directors Meeting (C. Ellis)
7. Discussion on Systems Information (R. Dabney)
8. Consideration/Approval to Purchase New Truck to Replace Damaged Truck, and Associated Budget Amendment (R. Madsen)
9. Administrative Section:
  - 9.1 End of Month Reports-July (R. Madsen)
  - 9.2 Approval of Expenditure List-July 29, 2016 (R. Madsen)
  - 9.3 Approval of Expenditure List-August 11, 2016 (R. Madsen)
10. Staff Reports Pertaining to:
  1. Update on OJR Plant Expansion (N. Sherman)
  2. Update on South Plant (N. Sherman)
  3. Update on Dietz Creek Lift Station Project (N. Sherman)
  4. Update on Town Creek Force Main (N. Sherman)
11. Requests by Directors and/or General Manager for Items to be placed on a Future Agenda
12. Executive Session Held in Accordance with:  
**Section 551.074 of the Texas Government Code**, Annual Evaluation of the General Manager
13. Board Reconvenes into Open Session to Authorize the General Manager to take any Action(s) on Discussions in Executive Session
14. Adjournment

I, Christine D. Budnik, certify that the above agenda was posted on the front door of the CCMA administrative office building at 100 Dietz Rd. in Schertz, TX on the 4<sup>th</sup> day of August, 2016 and which place is readily accessible to the public at all times. Meeting agendas are also posted on the Authority website at **[www.ccmatrix.org](http://www.ccmatrix.org)**

## NOTICE OF MEETING

In accordance with Government Code, Chapter 551 of the Open Meetings Act, notice is hereby given that the governing body of the **Cibolo Creek Municipal Authority** will meet at 6:00 p.m. on July 14, 2016 at CCMA's office-100 Dietz Road in Schertz, Texas for the purpose of considering the following:

1. Call To Order
2. **Roll Call:** Mr. Ken Greenwald, President; Mr. Richard Braud, Vice-President; Mrs. Regina Agee, Secretary-Treasurer; Mr. T. "Jake" Jacobs, Director; Mr. Bobby Greaves, Director  
**Staff :** Mr. Clint Ellis, General Manager; Ms Christine Budnik, Assistant to the General Manager; Mr. Brandon Bradley, Special Projects Manager; Mr. Ryan Madsen, Business Manager; Mr. Robert Dabney, Utility Director; Mr. Nick Sherman, Project Manager
3. Citizens to be Heard: *This time is set aside for any person who wishes to address the Board. Each person should fill out the speaker's register prior to the meeting. Presentations should be limited to no more than 3 minutes. **All remarks shall be addressed to the Board as a body, and not to any individual member thereof. Any person making personal, impertinent, or slanderous remarks while addressing the Board may be requested to leave the meeting.** Discussion by the Board of any item not on the agenda shall be limited to statements of specific factual information given in response to any inquiry, a recitation of existing policy in response to an inquiry, and/or a proposal to place the item on a future agenda. The presiding officer, during the Citizens to be Heard portion of the agenda, will call on those persons who have signed up to speak in the order they have registered.*
4. Executive Session Held in Accordance with:  
**(a) Section 551.071 of the Texas Government Code**, for Consultation with Attorney Regarding Pending or Contemplated Litigation/Contract and Procurement Issues and  
**(b) Section 551.072 of the Texas Government Code**, to Deliberate the Purchase, Exchange, Lease, or Value of Real Property
5. Board Reconvenes into open Session to Authorize the General Manager to take any Action(s) on Discussions in Executive Session (a) and (b)
6. Consideration/Approval of the Minutes from the June 2, 2016 Special Directors Meeting (C. Ellis)
7. Discussion on Systems Information (R. Dabney)
8. Consideration/Approval to Purchase Roll Off Trailer; Roll Off Bins, Related Items and Associated Budget Amendment (R. Dabney)
9. Consideration/Approval of Bid For The Purchase Of One (1) Belt Filter Press For Odo J. Riedel Regional Water Reclamation Plant ("IFB") # 2016-003, Consider Results of Evaluation of Bids for Project and Award Contract to the Bid that will Provide the Equipment and Services at the Best Value for CCMA (R. Dabney)
10. Consideration/Approval to Release Draft FY2017 Budget to the Cities and RAFB (C. Ellis/R. Madsen)
11. Administrative Section:
  - 11.1 Quarterly Investment Review in Accordance with Public Funds Investment Act (R. Madsen)
  - 11.2 End of Quarter Reports-3<sup>rd</sup> Qtr. (R. Madsen)
  - 11.3 End of Month Reports-June (R. Madsen)
  - 11.4 Approval of Expenditure List-June 17, 2016 (R. Madsen)
  - 11.5 Approval of Expenditure List-June 30, 2016 (R. Madsen)
  - 11.6 Approval of Expenditure List-July 14, 2016 (R. Madsen)
12. Staff Reports Pertaining to:
  1. Update on OJR Plant Expansion (N. Sherman)
  2. Update on South Plant (N. Sherman)
  3. Update on Dietz Creek Lift Station Project (N. Sherman)
  4. Update on Town Creek Force Main (N. Sherman)
13. Requests by Directors and/or General Manager for Items to be placed on a Future Agenda
14. Executive Session Held in Accordance with:  
**(c) Section 551.074 of the Texas Government Code**, Annual Evaluation of the General Manager
15. Board Reconvenes into Open Session to Authorize the General Manager to take any Action(s) on Discussions in Executive Session
16. Adjournment

I, Christine D. Budnik, certify that the above agenda was posted on the front door of the CCMA administrative office building at 100 Dietz Rd. in Schertz, TX on the 8<sup>th</sup> day of July, 2016 and which place is readily accessible to the public at all times. Meeting agendas are also posted on the Authority website at **[www.ccmatrix.org](http://www.ccmatrix.org)**



**Cibolo Creek Municipal Authority**  
**SPECIAL MEETING OF THE BOARD OF DIRECTORS AGENDA-June 2, 2016**

1. Call to order at 6:00 p.m. at 100 Dietz Road-Schertz, Texas
2. **Roll Call:** Mr. Ken Greenwald, President; Mr. Richard Braud, Vice-President; Mrs. Reginna Agee, Secretary-Treasurer; Mr. Bobby Greaves, Director; Mr. T. "Jake" Jacobs, Director  
**Staff:** Mr. Clint Ellis, General Manager; Ms Christine Budnik, Assistant to the General Manager; Mr. Brandon Bradley, Special Projects Manager; Mr. Ryan Madsen, Business Manager; Mr. Robert Dabney, Utility Director; Mr. Nick Sherman, Project Manager
3. Citizens to be Heard: *This time is set aside for any person who wishes to address the Board. Each person should fill out the speaker's register prior to the meeting. Presentations should be limited to no more than 3 minutes. All remarks shall be addressed to the Board as a body, and not to any individual member thereof. Any person making personal, impertinent, or slanderous remarks while addressing the Board may be requested to leave the meeting. Discussion by the Board of any item not on the agenda shall be limited to statements of specific factual information given in response to any inquiry, a recitation of existing policy in response to an inquiry, and/or a proposal to place the item on a future agenda. The presiding officer, during the Citizens to be Heard portion of the agenda, will call on those persons who have signed up to speak in the order they have registered.*
4. Executive Session Held in Accordance with:  
**(a) Section 551.071 of the Texas Government Code**, for Consultation with Attorney Regarding Pending or Contemplated Litigation/Contract and Procurement Issues and  
**(b) Section 551.072 of the Texas Government Code**, to Deliberate the Purchase, Exchange, Lease, or Value of Real Property
5. Board Reconvenes into open Session to Authorize the General Manager to take any Action(s) Discussed in Executive Session (a) and (b)
6. Consideration/Approval of the Minutes from the May 12, 2016 Directors Meeting (C. Ellis)
7. Discussion on Systems Information (C. Ellis/B. Bradley)
8. Consideration/Approval to Allow the General Manager to Procure Long Lead Time Equipment for the Town Creek Force Main Project (N. Sherman)
9. Consideration/Approval to Submit Annexation Request for the South Plant to the City of Schertz (C. Ellis)
10. First Presentation of Draft FY2017 Budget (R. Madsen/C. Ellis)
11. Presentation/Discussion on Salary Structure and Associated Exams (R. Madsen/R. Dabney)
12. Consideration/Approval of Retirement Plan Participant Loan Program Resolution (C. Ellis)
13. Administrative Section:
  - 13.1 End of Month Reports-May (R. Madsen)
  - 13.2 Approval of Expenditure List-May 25, 2016 (R. Madsen)

14. Staff Reports Pertaining to:
  1. Update on OJR Plant Expansion (N. Sherman)
  2. Update on South Plant (N. Sherman)
  3. Update on Dietz Creek Lift Station Project (N. Sherman)
  4. Update on Town Creek Force Main (N. Sherman)
15. Requests by Directors and/or General Manager for Items to be placed on a Future Agenda
16. Adjournment



## Cibolo Creek Municipal Authority

### MEETING OF THE BOARD OF DIRECTORS AGENDA-May 12, 2016

1. Call to order at 6:00 p.m. at 100 Dietz Road-Schertz, Texas
2. **Roll Call:** Mr. Ken Greenwald, President; Mr. Richard Braud, Vice-President; Mrs. Reginna Agee, Secretary-Treasurer; Mr. Bobby Greaves, Director; Mr. T. "Jake" Jacobs, Director  
**Staff:** Mr. Clint Ellis, General Manager; Ms Christine Budnik, Assistant to the General Manager; Mr. Brandon Bradley, Special Projects Manager; Mr. Ryan Madsen, Business Manager; Mr. Robert Dabney, Utility Director; Mr. Nick Sherman, Project Manager
3. Citizens to be Heard: *This time is set aside for any person who wishes to address the Board. Each person should fill out the speaker's register prior to the meeting. Presentations should be limited to no more than 3 minutes. All remarks shall be addressed to the Board as a body, and not to any individual member thereof. Any person making personal, impertinent, or slanderous remarks while addressing the Board may be requested to leave the meeting. Discussion by the Board of any item not on the agenda shall be limited to statements of specific factual information given in response to any inquiry, a recitation of existing policy in response to an inquiry, and/or a proposal to place the item on a future agenda. The presiding officer, during the Citizens to be Heard portion of the agenda, will call on those persons who have signed up to speak in the order they have registered.*
4. Executive Session Held in Accordance with (a) Section 551.071 of the Texas Government Code, for Consultation with Attorney Regarding Pending or Contemplated Litigation/Contract and Procurement Issues and (b) Section 551.072 of the Texas Government Code, to Deliberate the Purchase, Exchange, Lease, or Value of Real Property
5. Board Reconvenes into open Session to Authorize the General Manager to take any Action(s) Discussed in Executive Session (a) and (b)
6. Consideration/Approval of the Minutes from the April 14, 2016 Directors Meeting (C. Ellis)
7. Discussion on Systems Information (C. Ellis/B. Bradley)
8. Consideration/Approval of Guaranteed Maximum Price for OJR Water Reclamation Plant Project as Follows: The Board will Consider Matous Construction Ltd's Guarantee Maximum Price Proposal ("GMP Proposal"), Which it Submitted to the Board in Accordance with Article 3.4 of the CM-At- Risk Agreement for the Odo J. Riedel Water Reclamation Plant Project ("Agreement"). The Board will Consider Acceptance or Rejection of the GMP Proposal in Accordance with Article 5 of the Agreement (N. Sherman)
9. Consideration/Approval of Establishing and Replenishing Contingency Fund for Construction Projects (C. Ellis)
10. Consideration/Approval of Appointment for FY2016 Audit (R. Madsen)
11. Review/Recommendations on FY2017 Budget Salaries (C. Ellis/R. Madsen)
12. Administrative Section:
  - 12.1 End of Month Reports-April (R. Madsen)
  - 12.2 Approval of Expenditure List-April 28, 2016 (R. Madsen)
  - 12.3 Approval of Expenditure List-May 12, 2016 (R. Madsen)
13. Staff Reports Pertaining to:
  1. Update on OJR Plant Expansion (N. Sherman)
  2. Update on South Plant (N. Sherman)
  3. Update on Schertz and Dietz Creek Lift Station Projects (N. Sherman)
  4. Update on Town Creek Force Main (N. Sherman)
14. Requests by Directors and/or General Manager for Items to be placed on a Future Agenda
15. Adjournment



**Cibolo Creek Municipal Authority**  
**MEETING OF THE BOARD OF DIRECTORS AGENDA-April 14, 2016**

1. Call to order at 6:00 p.m. at 100 Dietz Road-Schertz, Texas
2. **Roll Call:** Mr. Ken Greenwald, President; Mr. Richard Braud, Vice-President; Mrs. Reginna Agee, Secretary-Treasurer; Mr. Bobby Greaves, Director; Mr. T. "Jake" Jacobs, Director  
**Staff:** Mr. Clint Ellis, General Manager; Ms Christine Budnik, Assistant to the General Manager; Mr. Brandon Bradley, Special Projects Manager; Mr. Ryan Madsen, Business Manager; Mr. Robert Dabney, Utility Director; Mr. Nick Sherman, Project Manager
3. Citizens to be Heard: *This time is set aside for any person who wishes to address the Board. Each person should fill out the speaker's register prior to the meeting. Presentations should be limited to no more than 3 minutes. All remarks shall be addressed to the Board as a body, and not to any individual member thereof. Any person making personal, impertinent, or slanderous remarks while addressing the Board may be requested to leave the meeting. Discussion by the Board of any item not on the agenda shall be limited to statements of specific factual information given in response to any inquiry, a recitation of existing policy in response to an inquiry, and/or a proposal to place the item on a future agenda. The presiding officer, during the Citizens to be Heard portion of the agenda, will call on those persons who have signed up to speak in the order they have registered.*
4. Executive Session Held in Accordance with (a) Section 551.071 of the Texas Government Code, for Consultation with Attorney Regarding Pending or Contemplated Litigation and (b) Section 551.072 of the Texas Government Code, to Deliberate the Purchase, Exchange, Lease, or Value of Real Property
5. Board Reconvenes into open Session to Authorize the General Manager to take any Action(s) Discussed in Executive Session (a) and (b)
6. Consideration/Approval of the Minutes from the March 10, 2016 Directors Meeting (C. Ellis)
7. Discussion on Systems Information (C. Ellis/R. Dabney/B. Bradley)
8. Discussion on Request by San Antonio Water System for modifications to the Wholesale Wastewater Agreement (C.Ellis)
9. Consideration/Approval of the Selection Committee's recommendations relating to bids received in response to the invitation for bids for the Schertz Lift Station, and determine if it is financially feasible to award a contract at this time, take action as necessary (R. Madsen)
10. Consideration/Approval of a Budget Amendment for the Purchase of Landscaping Supplies for the South Plant Site (B. Bradley)
11. Consideration/Approval for an Amendment of the Design Contract for the Town Creek Force Main, Additional Design Time, and an Associated Budget Amendment if Necessary (N. Sherman)
12. Administrative Section:
  - 8.1 Quarterly Investment Review in Accordance with Public Funds Investment Act (R. Madsen)
  - 8.2 End of Quarter Reports (R. Madsen)
  - 8.3 End of Month Reports-March
  - 8.4 Approval of Expenditure List-March 31, 2016 (R. Madsen)
  - 8.5 Approval of Expenditure List-April 14, 2016 (R. Madsen)
13. Staff Reports Pertaining to:
  1. Update on OJR Plant Expansion (N. Sherman)
  2. Update on South Plant (N. Sherman)
  3. Update on Schertz and Dietz Creek Lift Station Projects (N. Sherman)
  4. Update on Town Creek Force Main (N. Sherman)
14. Requests by Directors and/or General Manager for Items to be placed on a Future Agenda
15. Adjournment





## NOTICE OF MEETING

In accordance with Government Code, Chapter 551 of the Open Meetings Act, notice is hereby given that the governing body of the **Cibolo Creek Municipal Authority** will meet at 6:00 p.m. on March 10, 2016 at CCMA's office-100 Dietz Road in Schertz, Texas for the purpose of considering the following:

1. Call To Order
2. **Roll Call:** Mr. Ken Greenwald, President; Mr. Richard Braud, Vice-President; Mrs. Reginna Agee, Secretary-Treasurer; Mr. T. "Jake" Jacobs, Director; Mr. Bobby Greaves, Director  
**Staff :** Mr. Clint Ellis, General Manager; Ms Christine Budnik, Assistant to the General Manager; Mr. Brandon Bradley, Special Projects Manager; Mr. Ryan Madsen, Business Manager; Mr. Robert Dabney, Utility Director; Mr. Nick Sherman, Project Manager
3. Citizens to be Heard: *This time is set aside for any person who wishes to address the Board. Each person should fill out the speaker's register prior to the meeting. Presentations should be limited to no more than 3 minutes. All remarks shall be addressed to the Board as a body, and not to any individual member thereof. Any person making personal, impertinent, or slanderous remarks while addressing the Board may be requested to leave the meeting. Discussion by the Board of any item not on the agenda shall be limited to statements of specific factual information given in response to any inquiry, a recitation of existing policy in response to an inquiry, and/or a proposal to place the item on a future agenda. The presiding officer, during the Citizens to be Heard portion of the agenda, will call on those persons who have signed up to speak in the order they have registered.*
4. Executive Session Held in Accordance with Section 551.071 of the Texas Government Code, for Consultation with Attorney Regarding Pending or Contemplated Litigation
5. Board Reconvenes into open Session to Authorize the General Manager to take any Action(s) Discussed in Executive Session
6. Consideration/Approval of the Minutes from the February 11, 2016 Directors Meeting (C. Ellis)
7. Discussion on Systems Information (C. Ellis/B. Bradley)
8. Consideration/Approval Authorizing the General Manager to Enter into a Contract with Alan Plummer Associates to Assist in Preparation of the TPDES Permit Renewal (C. Ellis)
9. Discussion Relating to the Universal City Reclaimed Water Contract and Rates (C. Ellis)
10. Discussion on Projects: Financing and Timing (C. Ellis)
11. Consideration/Approval Authorizing the General Manager to Enter into a Contract for the Dietz Lift Station Project (C. Ellis/N. Sherman)
12. Consideration/Approval of Randolph Air Force Base Contract Modification (C. Ellis)
13. Consideration/Approval of Extension to the Schertz/GBRA Interlocal Agreement (C. Ellis)
14. Consideration/Approval Allowing the General Manager to Purchase Trees for the South Plant Property (B. Bradley)
15. Administrative Section:
  - 15.1 End of Month Reports-February (R. Madsen)
  - 15.2 Approval of Expenditure List-February 29, 2016 (R. Madsen)
  - 15.3 Approval of Expenditure List-March 10, 2016 (R. Madsen)
16. Staff Reports Pertaining to:
  1. Update on OJR Plant Expansion (N. Sherman)
  2. Update on South Plant (N. Sherman)
  3. Update on Schertz and Dietz Creek Lift Station Projects (N. Sherman)
  4. Update on Town Creek Force Main (N. Sherman)
17. Requests by Directors and/or General Manager for Items to be placed on a Future Agenda
18. Adjournment

I, Christine D. Budnik, certify that the above agenda was posted on the front door of the CCMA administrative office building at 100 Dietz Rd. in Schertz, TX on the 3rd day of March 2016, and which place is readily accessible to the public at all times. Meeting agendas are also posted on the Authority website at **[www.ccmatrix.org](http://www.ccmatrix.org)**



**Cibolo Creek Municipal Authority**  
**MEETING OF THE BOARD OF DIRECTORS AGENDA-February 11, 2016**

1. Call to order at 6:00 p.m. at 100 Dietz Road-Schertz, Texas
2. **Roll Call:** Mr. Ken Greenwald, President; Mr. Richard Braud, Vice-President; Mrs. Regina Agee, Secretary-Treasurer; Mr. Bobby Greaves, Director; Mr. T. "Jake" Jacobs, Director  
**Staff:** Mr. Clint Ellis, General Manager; Ms Christine Budnik, Assistant to the General Manager; Mr. Brandon Bradley, Special Projects Manager; Mr. Ryan Madsen, Business Manager; Mr. Robert Dabney, Utility Director; Mr. Nick Sherman, Project Manager
3. Citizens to be Heard: *This time is set aside for any person who wishes to address the Board. Each person should fill out the speaker's register prior to the meeting. Presentations should be limited to no more than 3 minutes. **All remarks shall be addressed to the Board as a body, and not to any individual member thereof. Any person making personal, impertinent, or slanderous remarks while addressing the Board may be requested to leave the meeting.** Discussion by the Board of any item not on the agenda shall be limited to statements of specific factual information given in response to any inquiry, a recitation of existing policy in response to an inquiry, and/or a proposal to place the item on a future agenda. The presiding officer, during the Citizens to be Heard portion of the agenda, will call on those persons who have signed up to speak in the order they have registered.*
4. Executive Session Held in Accordance with Section 551.071 of the Texas Government Code, for Consultation with Attorney Regarding Pending or Contemplated Litigation
5. Board Reconvenes into open Session to Authorize the General Manager to take any Action(s) Discussed in Executive Session
6. Consideration/Approval of the Minutes from the January 14, 2016 Directors Meeting (C. Ellis)
7. Discussion on Systems Information (C. Ellis/B. Bradley)
8. Consideration/Approval Authorizing the Filing of an Application to Amend CCMA's Land Use Assumptions, Capital Improvements Plan and Wastewater Impact Fee (C. Ellis/R. Madsen)
9. Consideration/Approval Allowing the General Manager to Enter into an Agreement with Moeller and Associates for the Design of the Town Creek Force Main (C. Ellis)
10. Consideration/Approval Allowing the General Manager to Enter into a Contract for Site Work at the South Plant Location to Install Landscape Berms (N. Sherman)
11. Consideration/Approval of Agreement with City of Schertz and CCMA Relating to Dual Certification of Wastewater CCN (C. Ellis)
12. Consideration/Approval Increasing Capitalization Threshold of Capital Assets (R. Madsen)
13. Discussion on Draft Salary Structure (C. Ellis/R. Madsen)
14. Administrative Section:
  - 14.1 End of Month Reports-January (R. Madsen)
  - 14.2 Approval of Expenditure List-January 29, 2016 (R. Madsen)
  - 14.3 Approval of Expenditure List-February 11, 2016 (R. Madsen)
15. Staff Reports Pertaining to:
  1. Update on OJR Plant Expansion (N. Sherman)
  2. Update on South Plant (N. Sherman)
  3. Update on Schertz and Dietz Creek Lift Station Projects (N. Sherman)
  4. Update on Town Creek Force Main (N. Sherman)
16. Requests by Directors and/or General Manager for Items to be placed on a Future Agenda
17. Adjournment



## Cibolo Creek Municipal Authority

### MEETING OF THE BOARD OF DIRECTORS AGENDA-January 14, 2016

1. Call to order at 6:00 p.m. at 100 Dietz Road-Schertz, Texas
2. **Roll Call:** Mr. Ken Greenwald, President; Mr. Richard Braud, Vice-President; Mrs. Regina Agee, Secretary-Treasurer; Mr. Bobby Greaves, Director; Mr. T. "Jake" Jacobs, Director  
**Staff:** Mr. Clint Ellis, General Manager; Ms Christine Budnik, Assistant to the General Manager; Mr. Brandon Bradley, Capital Projects Specialist; Mr. Ryan Madsen, Business Manager; Mr. Robert Dabney, Utility Director; Mr. Nick Sherman, Project Manager
3. Citizens to be Heard: *This time is set aside for any person who wishes to address the Board. Each person should fill out the speaker's register prior to the meeting. Presentations should be limited to no more than 3 minutes. All remarks shall be addressed to the Board as a body, and not to any individual member thereof. Any person making personal, impertinent, or slanderous remarks while addressing the Board may be requested to leave the meeting. Discussion by the Board of any item not on the agenda shall be limited to statements of specific factual information given in response to any inquiry, a recitation of existing policy in response to an inquiry, and/or a proposal to place the item on a future agenda. The presiding officer, during the Citizens to be Heard portion of the agenda, will call on those persons who have signed up to speak in the order they have registered.*
4. Consideration/Approval to Take Action Regarding the Filing of a Petition at the Public Utility Commission to Decertify a Water Certificate of Convenience and Necessity over CCMA's Land; Scheel Tract (C. Ellis)
5. Executive Session Held to (a) Receive Advice from its Attorneys in Accordance with Texas Government Code Section 551.071 Regarding the Filing of a Petition at the Public Utility Commission to Decertify a Water Certificate of Convenience and Necessity over CCMA's Land; Scheel Tract and (b) Section 551.071 of the Texas Government Code Regarding Pending or Contemplated Litigation
6. Board Reconvenes into Open Session to Authorize the General Manager to Take any Action(s) Discussed in Executive Session (a) and (b)
7. Consideration/Approval of FY2015 Audit (C. Ellis)
8. Consideration/Approval of the Minutes from the December 10, 2015 Directors Meeting (C. Ellis)
9. Consideration/Approval of Randolph Air Force Base Contract Reclaimed Water Modification (C. Ellis)
10. Consideration/Approval for Purchase of Dump Trailer (C. Ellis)
11. Discussion on Systems Information (C. Ellis/B. Bradley)
12. Discussion Regarding Compensation (C. Ellis)
13. Administrative Section:
  - 13.1 Quarterly Investment Review in Accordance with Public Funds Investment Act (R. Madsen)
  - 13.2 End of Quarter Reports-1<sup>st</sup> Qtr. FY2016 (R. Madsen)
  - 13.3 End of Month Reports-December (R. Madsen)
  - 13.4 Approval of Expenditure List-December 31, 2015 (R. Madsen)
  - 13.5 Approval of Expenditure List-January 14, 2016 (R. Madsen)
14. Staff Reports Pertaining to:
  1. Update on OJR Plant Expansion (N. Sherman)
  2. Update on South Plant (N. Sherman)
  3. Update on Schertz and Dietz Creek Lift Station Projects (N. Sherman)
  4. Update on Town Creek Force Main (N. Sherman)
15. Requests by Directors and/or General Manager for Items to be Placed on a Future Agenda
16. Adjournment



## Cibolo Creek Municipal Authority

MEETING OF THE BOARD OF DIRECTORS AGENDA-December 10, 2015

1. Call to order at 6:00 p.m. at 100 Dietz Road-Schertz, Texas
2. **Roll Call:** Mr. Ken Greenwald, President; Mr. Richard Braud, Vice-President; Mrs. Reginna Agee, Secretary-Treasurer; Mr. Bobby Greaves, Director; Mr. T. "Jake" Jacobs, Director  
**Staff:** Mr. Clint Ellis, General Manager; Ms Christine Budnik, Assistant to the General Manager; Mr. Brandon Bradley, Capital Projects Specialist; Mr. Ryan Madsen, Business Manager; Mr. Robert Dabney, Utility Director; Mr. Nick Sherman, Project Manager
3. Citizens to be Heard: *This time is set aside for any person who wishes to address the Board. Each person should fill out the speaker's register prior to the meeting. Presentations should be limited to no more than 3 minutes. All remarks shall be addressed to the Board as a body, and not to any individual member thereof. Any person making personal, impertinent, or slanderous remarks while addressing the Board may be requested to leave the meeting. Discussion by the Board of any item not on the agenda shall be limited to statements of specific factual information given in response to any inquiry, a recitation of existing policy in response to an inquiry, and/or a proposal to place the item on a future agenda. The presiding officer, during the Citizens to be Heard portion of the agenda, will call on those persons who have signed up to speak in the order they have registered.*
4. Executive Session Held in Accordance with Section 551.071 of the Texas Government Code, for Consultation with Attorney Regarding Pending or Contemplated Litigation
5. Board Reconvenes into Open Session to Authorize the General Manager to Take any Action(s) Discussed in Executive Session
6. Consideration/Approval of the Minutes from the November 12, 2015 Directors Meeting (C. Ellis)
7. Discussion on Systems Information (C. Ellis/B. Bradley)
8. Consideration/Approval to Ratify the Actions of the General Manager Relating to Change Order for Emergency Repair to the Olympia Line (C. Ellis/N. Sherman)
9. Consideration/Approval of Agreement with City of Schertz and San Antonio River Authority Relating to Dual Certification of Wastewater CCN (C. Ellis)
10. Consideration/Approval of Budget Reallocation for Contact Basin Pump (R. Dabney)
11. Consideration/Approval of Budget Amendment for Emergency Repair of Schertz Line (C. Ellis/N. Sherman)
12. Administrative Section:
  - 12.1 End of Month Reports-November (R. Madsen)
  - 12.2 Approval of Expenditure List-November 30, 2015 (R. Madsen)
  - 12.3 Approval of Expenditure List-December 10, 2015 (R. Madsen)
13. Staff Reports Pertaining to:
  1. Update on OJR Plant Expansion (N. Sherman)
  2. Update on South Plant (N. Sherman)
  3. Update on Schertz and Dietz Creek Lift Station Projects (N. Sherman)
  4. Update on Town Creek Force Main (N. Sherman)
14. Requests by Directors and/or General Manager for Items to be Placed on a Future Agenda
15. Adjournment



## Cibolo Creek Municipal Authority

MEETING OF THE BOARD OF DIRECTORS AGENDA-November 12, 2015

1. Call to order at 6:00 p.m. at 100 Dietz Road-Schertz, Texas
2. **Roll Call:** Mr. Ken Greenwald, President; Mr. Richard Braud, Vice-President; Mrs. Reginna Agee, Secretary-Treasurer; Mr. Bobby Greaves, Director; Mr. T. "Jake" Jacobs, Director  
**Staff:** Mr. Clint Ellis, General Manager; Ms Christine Budnik, Assistant to the General Manager; Mr. Brandon Bradley, Capital Projects Specialist; Mr. Ryan Madsen, Business Manager; Mr. Robert Dabney, Utility Director; Mr. Nick Sherman, Project Manager
3. Citizens to be Heard: *This time is set aside for any person who wishes to address the Board. Each person should fill out the speaker's register prior to the meeting. Presentations should be limited to no more than 3 minutes. All remarks shall be addressed to the Board as a body, and not to any individual member thereof. Any person making personal, impertinent, or slanderous remarks while addressing the Board may be requested to leave the meeting. Discussion by the Board of any item not on the agenda shall be limited to statements of specific factual information given in response to any inquiry, a recitation of existing policy in response to an inquiry, and/or a proposal to place the item on a future agenda. The presiding officer, during the Citizens to be Heard portion of the agenda, will call on those persons who have signed up to speak in the order they have registered.*
4. Executive Session Held in Accordance with Section 551.071 of the Texas Government Code, for Consultation with Attorney Regarding Pending or Contemplated Litigation
5. Board Reconvenes into Open Session to Authorize the General Manager to Take any Action(s) Discussed in Executive Session
6. Consideration/Approval of the Minutes from the September 10, 2015 Directors Meeting (C. Ellis)
7. Administration of Certification of Elected Directors; Statement of Officers; Oaths of Office and Reorganization of the Board (C. Ellis/C. Budnik)
8. Discussion on Systems Information (C. Ellis/B. Bradley)
9. Discussion on CCMA Powerpoint and History of CCMA Presentation (C. Budnik)
10. Discussion on Park System (C. Ellis)
11. Consideration/Approval for Purchase of Dump Trailer (C. Ellis)
12. Consideration/Approval to Declare Certain CCMA Property as Surplus Property (C. Ellis/R. Madsen)
13. Consideration/Approval of Changes to Retirement Plan Contributions and/or Providers (C. Ellis)
14. Consideration/Approval of Healthcare Plan Renewal (C. Ellis/R. Madsen)
15. Consideration/Approval to Appoint an Audit Committee (C. Ellis)
16. Consideration/Approval of CCMA Investment Policy with the Attached Fund Strategies (R. Madsen)
17. Administrative Section:
  - 17.1 Quarterly Investment Review in Accordance with Public Funds Investment Act (R. Madsen)
  - 17.2 End of Quarter Reports-4<sup>th</sup> Quarter (R. Madsen)
  - 17.3 End of Month Reports-September and October (R. Madsen)
  - 17.4 Approval of Expenditure List-September 30, 2015 (R. Madsen)
  - 17.5 Approval of Expenditure List-October 21, 2015 (R. Madsen)
  - 17.6 Approval of Expenditure List-November 12, 2015 (R. Madsen)
18. Staff Reports Pertaining to:
  1. Update on OJR Plant Expansion (N. Sherman)
  2. Update on South Plant (N. Sherman)
  3. Update on Schertz and Dietz Creek Lift Station Projects (N. Sherman)
19. Requests by Directors and/or General Manager for Items to be Placed on a Future Agenda
20. Adjournment



### **NOTICE OF MEETING CANCELLATION**

The special Cibolo Creek Municipal Authority Board of Directors Meeting  
Scheduled for October 15, 2015  
**has been cancelled**  
The next regular Board of Directors Meeting is scheduled for November 12, 2015

I, CHRISTINE D. BUDNIK, ASSISTANT TO THE GENERAL MANAGER, DO HEREBY CERTIFY THAT THE ABOVE NOTICE WAS POSTED ON THE FRONT DOOR OF THE CCMA OFFICE AT 100 DIETZ ROAD-SCHERTZ, TEXAS AND WHICH IS A PLACE READILY ACCESSIBLE TO THE PUBLIC AT ALL TIMES. NOTICE WAS POSTED IN ACCORDANCE WITH CHAPTER 551, TEXAS GOVERNMENT CODE.

POSTED on the 13th day of October, 2015 at 1:46 p.m.

*Christine D. Budnik*  
Assistant to the General Manager



## Cibolo Creek Municipal Authority

### MEETING OF THE BOARD OF DIRECTORS AGENDA-September 10, 2015

1. Call to order at 6:00 p.m. at 100 Dietz Road-Schertz, Texas
2. Roll Call: Mr. Ken Greenwald, President  
Mr. Richard Braud, Vice-President  
Mrs. Reginna Agee, Secretary-Treasurer  
Mr. Bobby Greaves, Director  
Mr. T. "Jake" Jacobs, Director  
Staff: Mr. Clint Ellis, General Manager  
Ms Christine Budnik, Assistant to the General Manager  
Mr. Brandon Bradley, Capital Projects Specialist  
Mr. Ryan Madsen, Business Manager  
Mr. Robert Dabney, Utility Director  
Mr. Nick Sherman, Project Manager
3. Citizens to be Heard: *This time is set aside for any person who wishes to address the Board. Each person should fill out the speaker's register prior to the meeting. Presentations should be limited to no more than 3 minutes. **All remarks shall be addressed to the Board as a body, and not to any individual member thereof. Any person making personal, impertinent, or slanderous remarks while addressing the Board may be requested to leave the meeting.** Discussion by the Board of any item not on the agenda shall be limited to statements of specific factual information given in response to any inquiry, a recitation of existing policy in response to an inquiry, and/or a proposal to place the item on a future agenda. The presiding officer, during the Citizens to be Heard portion of the agenda, will call on those persons who have signed up to speak in the order they have registered.*
4. Executive Session Held in Accordance with Section 551.071 of the Texas Government Code, for Consultation with Attorney Regarding Pending or Contemplated Litigation
5. Board Reconvenes into Open Session to Authorize the General Manager to Take any Action(s) Discussed in Executive Session
6. Presentation by Willdan/Economists.Com on Impact Fee Calculations for the Capital Improvement Plan (C.Ellis)
7. Consideration/Approval of Proposal for Preliminary Engineering Relating to the Town Creek Force Main (C. Ellis)
8. Consideration/Approval of the Minutes from the August 13, 2015 Directors Meeting (C. Ellis)
9. Consideration/Approval of Certification of Unopposed Candidates and Order of Cancellation (C. Budnik)
10. Consideration/Approval of FY2015 Budget Amendments and Funds Reallocations (R. Madsen)
11. Consideration/Approval for Purchase of a Vertical Turbine Pump for the Intermediate Lift Station (R.Dabney)
12. Consideration/Approval for Purchase of Submersible Pump for the Town Creek Lift Station (R. Dabney)
13. Presentation on Capital Budget (R. Madsen)
14. Consideration/Approval of FY2016 Budget (C. Ellis/R. Madsen)
15. Discussion on Systems Information (C. Ellis/R. Dabney)
16. Consideration/Approval of Change Order #4 Relating to Olympia Force Main Project (N. Sherman)



17. Administrative Section:
  - 17.1 End of Month Reports-August (R. Madsen)
  - 17.2 Approval of Expenditure List-August 28, 2015 (R. Madsen)
  - 17.3 Approval of Expenditure List-September 10, 2015 (R. Madsen)
18. Staff Reports Pertaining to:
  1. Update on OJR Plant Expansion (N. Sherman)
  2. Update on Southern Sewershed (N. Sherman)
  3. Update on Schertz and Dietz Creek Lift Station Projects (N. Sherman)
  4. Update on Olympia Force Main Project (N. Sherman)
19. Requests by Directors and/or General Manager for Items to be Placed on a Future Agenda
20. Executive Session Held in Accordance with Section 551.074 of the Texas Government Code, Personnel Matters:  
Annual Evaluation of General Manager:
21. Board Reconvenes into Open Session to Authorize General Manager to Take any Action(s) Discussed in Executive Session
22. Adjournment



## Cibolo Creek Municipal Authority

MEETING OF THE BOARD OF DIRECTORS AGENDA-August 13, 2015

1. Call to order at 6:00 p.m. at 100 Dietz Road-Schertz, Texas
2. Roll Call:           Mr. Ken Greenwald, President  
                          Mr. Richard Braud, Vice-President  
                          Mrs. Reginna Agee, Secretary-Treasurer  
                          Mr. Bobby Greaves, Director  
                          Mr. T. "Jake" Jacobs, Director  
Staff:                Mr. Clint Ellis, General Manager  
                          Ms Christine Budnik, Assistant to the General Manager  
                          Mr. Brandon Bradley, Capital Projects Specialist  
                          Mr. Ryan Madsen, Business Manager  
                          Mr. Robert Dabney, Utility Director  
                          Mr. Nick Sherman, Project Manager
3. Citizens to be Heard: *This time is set aside for any person who wishes to address the Board. Each person should fill out the speaker's register prior to the meeting. Presentations should be limited to no more than 3 minutes. **All remarks shall be addressed to the Board as a body, and not to any individual member thereof. Any person making personal, impertinent, or slanderous remarks while addressing the Board may be requested to leave the meeting.** Discussion by the Board of any item not on the agenda shall be limited to statements of specific factual information given in response to any inquiry, a recitation of existing policy in response to an inquiry, and/or a proposal to place the item on a future agenda. The presiding officer, during the Citizens to be Heard portion of the agenda, will call on those persons who have signed up to speak in the order they have registered.*
4. Executive Session Held in Accordance with Section 551.071 of the Texas Government Code, for Consultation with Attorney Regarding Pending or Contemplated Litigation
5. Board Reconvenes into Open Session to Authorize the General Manager to Take any Action(s) Discussed in Executive Session
6. Consideration/Approval of the Minutes from the July 9, 2015 Directors Meeting (C. Ellis)
7. Consideration/Approval to Change October 8, 2015 Board Meeting to October 15, 2015 (C. Ellis)
8. Discussion Relating to Universal City Reclaimed Water Contract (C. Ellis)
9. Consideration/Approval of Order Calling an Election and Subsequent Notice of Election; Authorizing Contracting with Guadalupe County and Bexar County Elections Administrators and Authorizing the Election to be held as a Joint Election (C. Budnik)
10. Consideration/Approval to Authorize the General Manager to Advertise for Bids on Schertz and Dietz Creek Lift Station Rehabilitations (C. Ellis)
11. Consideration/Approval to Authorize General Manager to Contract with Pesado Construction Co. for Emergency Repairs of the Maske Rd. Wastewater Line (N. Sherman)
12. Consideration/Approval to Authorize General Manager to Contract with Pesado Construction Co. for Replacement of Portion of Maske Rd. Wastewater Line (N. Sherman)
13. Consideration/Approval to Authorize General Manager to Contract with APAI for the Design of the South Wastewater Treatment Plant (C. Ellis)
14. Discussion on Systems Information (C. Ellis/R. Dabney)
15. Administrative Section:               15.1    End of Month Reports-July (R. Madsen)  
  15.2    Approval of Expenditure List-July 31, 2015 (R. Madsen)  
  15.3    Approval of Expenditure List-August13, 2015 (R. Madsen)
16. Staff Reports Pertaining to:
  1. Update on OJR Plant Expansion (N. Sherman)
  2. Update on Southern Sewershed (N. Sherman)
  3. Update on Schertz and Dietz Creek Lift Station Rehabilitations (N. Sherman)
  4. Update on Olympia Force Main Project (N. Sherman)
17. Requests by Directors and/or General Manager for Items to be Placed on a Future Agenda
18. Executive Session Held in Accordance with Section 551.074 of the Texas Government Code, Personnel Matters: Annual Evaluation of General Manager
19. Board Reconvenes into Open Session to Authorize General Manager to Take any Action(s) Discussed in Executive Session
20. Adjournment



## Cibolo Creek Municipal Authority

### MEETING OF THE BOARD OF DIRECTORS AGENDA-July 9, 2015

1. Call to order at 6:00 p.m. at 100 Dietz Road-Schertz, Texas
2. Roll Call: Mr. Ken Greenwald, President  
Mr. Richard Braud, Vice-President  
Mrs. Reginna Agee, Secretary-Treasurer  
Mr. Bobby Greaves, Director  
Mr. T. "Jake" Jacobs, Director  
Staff: Mr. Clint Ellis, General Manager  
Ms Christine Budnik, Assistant to the General Manager  
Mr. Brandon Bradley, Capital Projects Specialist  
Mr. Ryan Madsen, Business Manager  
Mr. Robert Dabney, Utility Director  
Mr. Nick Sherman, Project Manager
3. Citizens to be Heard: *This time is set aside for any person who wishes to address the Board. Each person should fill out the speaker's register prior to the meeting. Presentations should be limited to no more than 3 minutes. All remarks shall be addressed to the Board as a body, and not to any individual member thereof. Any person making personal, impertinent, or slanderous remarks while addressing the Board may be requested to leave the meeting. Discussion by the Board of any item not on the agenda shall be limited to statements of specific factual information given in response to any inquiry, a recitation of existing policy in response to an inquiry, and/or a proposal to place the item on a future agenda. The presiding officer, during the Citizens to be Heard portion of the agenda, will call on those persons who have signed up to speak in the order they have registered.*
4. Executive Session Held in Accordance with Section 551.071 of the Texas Government Code, for Consultation with Attorney Regarding Pending or Contemplated Litigation
5. Board Reconvenes into Open Session to Authorize the General Manager to Take any Action(s) Discussed in Executive Session
6. Consideration/Approval for the Purchase of Pumps for the Collections System and Associated Budget Amendment (R. Dabney)
7. Consideration/Approval to Release Draft FY2016 Budget to the Cities and RAFB (C. Ellis/R. Madsen)
8. Consideration/Approval to Ratify the Actions Taken by the General Manager Relating to Olympia Force Main Project Change Order #3: Redundant Support for Wetwell Ceiling (N. Sherman/C. Ellis)
9. Administrative Section:
  - 9.1 Quarterly Investment Review in Accordance with Public Funds Investment Act (R. Madsen)
  - 9.2 End of Quarter Reports-3<sup>rd</sup> Qtr. (R. Madsen)
  - 9.3 End of Month Reports-June (R. Madsen)
  - 9.4 Approval of Expenditure List-June 30, 2015 (R. Madsen)
  - 9.5 Approval of Expenditure List-July 9, 2015 (R. Madsen)
10. Consideration/Approval of the Minutes from the June 11, 2015 Directors Meeting (C. Ellis)
11. Staff Reports Pertaining to:
  1. Update on OJR Plant Expansion (N. Sherman)
  2. Update on Southern Sewershed (N. Sherman)
  3. Update on Schertz and Dietz Creek Lift Station Rehabilitations (N. Sherman)
  4. Update on Olympia Force Main Project (N. Sherman)
12. Discussion on Systems Information (C. Ellis/R. Dabney)
13. Consideration/Approval to Accept TCEQ Proposed Agreed Order Relating to Woman Hollering Treatment Plant (C. Ellis)
14. Consideration/Approval of Amendment to the SAWS Wholesale Wastewater Contract (C. Ellis)
15. Discussion on Memorandum of Agreement with Canyon Regional Water Authority Regarding the Sale of Treated Effluent (C. Ellis)
16. Requests by Directors and/or General Manager for Items to be Placed on a Future Agenda
17. Executive Session Held in Accordance with Section 551.074 of the Texas Government Code, Personnel Matters: Annual Evaluation of General Manager
18. Board Reconvenes into Open Session to Authorize General Manager to Take any Action(s) Discussed in Executive Session
19. Adjournment



## Cibolo Creek Municipal Authority

MEETING OF THE BOARD OF DIRECTORS AGENDA-June 11, 2015

1. Call to order at 6:00 p.m. at 100 Dietz Road-Schertz, Texas
2. Roll Call:           Mr. Ken Greenwald, President  
                          Mr. Richard Braud, Vice-President  
                          Mrs. Reginna Agee, Secretary-Treasurer  
                          Mr. Bobby Greaves, Director  
                          Mr. T. "Jake" Jacobs, Director  
Staff:                Mr. Clint Ellis, General Manager  
                          Ms Christine Budnik, Assistant to the General Manager  
                          Mr. Brandon Bradley, Capital Projects Specialist  
                          Mr. Ryan Madsen, Business Manager  
                          Mr. Robert Dabney, Utility Director  
                          Mr. Nick Sherman, Project Manager
3. Citizens to be Heard: *This time is set aside for any person who wishes to address the Board. Each person should fill out the speaker's register prior to the meeting. Presentations should be limited to no more than 3 minutes. All remarks shall be addressed to the Board as a body, and not to any individual member thereof. Any person making personal, impertinent, or slanderous remarks while addressing the Board may be requested to leave the meeting. Discussion by the Board of any item not on the agenda shall be limited to statements of specific factual information given in response to any inquiry, a recitation of existing policy in response to an inquiry, and/or a proposal to place the item on a future agenda. The presiding officer, during the Citizens to be Heard portion of the agenda, will call on those persons who have signed up to speak in the order they have registered.*
4. Executive Session Held in Accordance with Section 551.071 of the Texas Government Code, for Consultation with Attorney Regarding Pending or Contemplated Litigation
5. Board Reconvenes into Open Session to Authorize the General Manager to Take any Action(s) Discussed in Executive Session
6. Consideration/Approval of the Minutes from the May 14, 2015 Directors Meeting (C. Ellis)
7. Discussion on Systems Information (C. Ellis/R. Dabney)
8. Discussion on November 3, 2015 Board of Directors Election (C. Budnik)
9. Consideration/Approval to Contract with Alan Plummer Associates Relating to Selection of Option for Rehabilitation or Relocation of the Administrative Offices (C. Ellis)
10. Consideration/Approval of Resolution 2015-7; Approving Filing of Application for Amendment of Water Right (C. Ellis)
11. First Presentation of Draft FY2016 Draft Budget (C. Ellis/R. Madsen)
12. Staff Reports Pertaining to:
  1. Update on OJR Plant Expansion (N. Sherman)
  2. Update on Southern Sewershed (N. Sherman)
  3. Update on Schertz and Dietz Creek Lift Station Rehabilitations (N. Sherman)
  4. Update on Olympia Force Main Project (N. Sherman)
13. Administrative Section:                   13.1 End of Month Reports-May (R. Madsen)  
  13.2 Approval of Expenditure List-May 29, 2015 (R. Madsen)  
  13.3 Approval of Expenditure List-June 11, 2015 (R. Madsen)
14. Requests by Directors and/or General Manager for Items to be Placed on a Future Agenda
15. Executive Session Held in Accordance with Section 551.074 of the Texas Government Code, Personnel Matters: Annual Evaluation of General Manager
16. Board Reconvenes into Open Session to Authorize General Manager to Take any Action(s) Discussed in Executive Session
17. Adjournment



## Cibolo Creek Municipal Authority

MEETING OF THE BOARD OF DIRECTORS AGENDA-May 14, 2015

1. Call to order at 6:00 p.m. at 100 Dietz Road-Schertz, Texas
2. Roll Call:
  - Mr. Ken Greenwald, President
  - Mr. Richard Braud, Vice-President
  - Mrs. Reginna Agee, Secretary-Treasurer
  - Mr. Bobby Greaves, Director
  - Mr. T. "Jake" Jacobs, DirectorStaff:
  - Mr. Clint Ellis, General Manager
  - Ms Christine Budnik, Assistant to the General Manager
  - Mr. Brandon Bradley, Capital Projects Specialist
  - Mr. Ryan Madsen, Business Manager
  - Mr. Robert Dabney, Utility Director
  - Mr. Nick Sherman, Project Manager
3. Citizens to be Heard: *This time is set aside for any person who wishes to address the Board. Each person should fill out the speaker's register prior to the meeting. Presentations should be limited to no more than 3 minutes. All remarks shall be addressed to the Board as a body, and not to any individual member thereof. Any person making personal, impertinent, or slanderous remarks while addressing the Board may be requested to leave the meeting. Discussion by the Board of any item not on the agenda shall be limited to statements of specific factual information given in response to any inquiry, a recitation of existing policy in response to an inquiry, and/or a proposal to place the item on a future agenda. The presiding officer, during the Citizens to be Heard portion of the agenda, will call on those persons who have signed up to speak in the order they have registered.*
4. Presentation by Economists.com on Wholesale Wastewater Rate Study Results (C. Ellis/R. Madsen)
5. Consideration/Approval of Wholesale Wastewater Rate Structure for FY2016-FY2019 (C. Ellis/R. Madsen)
6. Consideration/Approval of the Minutes from the April 9, 2015 Directors Meeting (C. Ellis)
7. Discussion on Systems Information (C. Ellis/R. Dabney)
8. Consideration/Approval of Appointment for FY2015 Audit (C. Ellis)
9. Review/Recommendations on FY2016 Budget Salaries (C. Ellis/R. Madsen)
10. Consideration/Approval to Contract with Alan Plummer Associates for Woman Hollering Wastewater Treatment Plant Permit Application (C. Ellis)
11. Consideration/Approval of BOD Resolution 15-6, Approving Construction of the Authority's Olympia/Retama Sewer Line Rehabilitation Project (C. Ellis/N. Sherman)
12. Consideration/Approval to Ratify the Actions of the General Manager Relating to the Olympia Force Main Project Change Order #2: Relocation of Transducer (C. Ellis/N. Sherman)
13. Staff Reports Pertaining to:
  1. Update on Olympia/Retama Project (N. Sherman)
  2. Update on OJR Plant Expansion (N. Sherman)
  3. Update on Southern Sewershed (N. Sherman)
  4. Update on Schertz and Dietz Creek Lift Station Rehabilitations (N. Sherman)
  5. Update on Olympia Force Main Project (N. Sherman)
14. Administrative Section:
  - 14.1 End of Month Reports-April (R. Madsen)
  - 14.2 Approval of Expenditure List-April 30, 2015 (R. Madsen)
  - 14.3 Approval of Expenditure List-May 14, 2015 (R. Madsen)
15. Requests by Directors and/or General Manager for Items to be Placed on a Future Agenda
16. Adjournment



## Cibolo Creek Municipal Authority

MEETING OF THE BOARD OF DIRECTORS AGENDA-April 9, 2015

1. Call to order at 6:00 p.m. at 100 Dietz Road-Schertz, Texas
2. Roll Call:       Mr. Ken Greenwald, President  
                      Mr. Richard Braud, Vice-President  
                      Mrs. Reginna Agee, Secretary-Treasurer  
                      Mr. Bobby Greaves, Director  
                      Mr. T. "Jake" Jacobs, Director  
Staff:             Mr. Clint Ellis, General Manager  
                      Ms Christine Budnik, Assistant to the General Manager  
                      Mr. Brandon Bradley, Capital Projects Specialist  
                      Mr. Ryan Madsen, Business Manager  
                      Mr. Robert Dabney, Utility Director  
                      Mr. Nick Sherman, Project Manager
3. Citizens to be Heard: *This time is set aside for any person who wishes to address the Board. Each person should fill out the speaker's register prior to the meeting. Presentations should be limited to no more than 3 minutes. All remarks shall be addressed to the Board as a body, and not to any individual member thereof. Any person making personal, impertinent, or slanderous remarks while addressing the Board may be requested to leave the meeting. Discussion by the Board of any item not on the agenda shall be limited to statements of specific factual information given in response to any inquiry, a recitation of existing policy in response to an inquiry, and/or a proposal to place the item on a future agenda. The presiding officer, during the Citizens to be Heard portion of the agenda, will call on those persons who have signed up to speak in the order they have registered.*
4. Consideration/Approval of Resolution BOD 15-5, Authorizing the General Manager to Sign a Financial Advisory Agreement with Mark McLiney and Andrew Friedman with SAMCO Capital Markets and Other Matters Related Thereto (C. Ellis)
5. Executive Session Held in Accordance with Section 551.071 of the Texas Government Code, Consultation with Attorney Regarding Pending or Contemplated Litigation Related to Contractual Matters
6. Board Reconvenes into Open Session to Authorize General Manager to Take any Action(s) Discussed in Executive Session
7. Consideration/Approval of the Minutes from the March 12, 2015 Directors Meeting (C. Ellis)
8. Discussion on Systems Information (C. Ellis/R. Dabney)
9. Consideration/Approval to Ratify the Actions of the General Manager Relating to the Olympia Force Main Project Change Order #1; Adding Emergency Bypass Connection to the New 20" Force Main, and Budget Amendment, if Required (C. Ellis/N. Sherman)
10. Consideration/Approval to Authorize the General Manager to Seek RFQ's from Architectural Firms Relating to the Rehabilitation of or Relocation of Administrative Office (C. Ellis)
11. Staff Reports Pertaining to:
  1. Update on Olympia/Retama Project (N. Sherman)
  2. Update on OJR Plant Expansion (N. Sherman)
  3. Update on Southern Sewershed (N. Sherman)
  4. Update on Schertz and Dietz Creek Lift Station Rehabilitations (N. Sherman)
  5. Update on Olympia Force Main Project (N. Sherman)
12. Administrative Section:
  - 12.1 Quarterly Investment Review in Accordance with Public Funds Investment Act (R. Madsen)
  - 12.2 End of Quarter Reports (R. Madsen)
  - 12.3 End of Month Reports-March (R. Madsen)
  - 12.4 Approval of Expenditure List-March 31, 2015 (R. Madsen)
  - 12.5 Approval of Expenditure List-April 9, 2015 (R. Madsen)
13. Requests by Directors and/or General Manager for Items to be Placed on a Future Agenda
14. Adjournment



## Cibolo Creek Municipal Authority

MEETING OF THE BOARD OF DIRECTORS AGENDA-March 12, 2015

1. Call to order at 6:00 p.m. at 100 Dietz Road-Schertz, Texas
2. Roll Call:           Mr. Ken Greenwald, President  
                          Mr. Richard Braud, Vice-President  
                          Mrs. Reginna Agee, Secretary-Treasurer  
                          Mr. Bobby Greaves, Director  
                          Mr. T. "Jake" Jacobs, Director  
Staff:                Mr. Clint Ellis, General Manager  
                          Ms Christine Budnik, Assistant to the General Manager  
                          Mr. Brandon Bradley, Capital Projects Specialist  
                          Mr. Ryan Madsen, Business Manager  
                          Mr. Robert Dabney, Utility Director  
                          Mr. Nick Sherman, Project Manager
3. Citizens to be Heard: *This time is set aside for any person who wishes to address the Board. Each person should fill out the speaker's register prior to the meeting. Presentations should be limited to no more than 3 minutes. **All remarks shall be addressed to the Board as a body, and not to any individual member thereof. Any person making personal, impertinent, or slanderous remarks while addressing the Board may be requested to leave the meeting.** Discussion by the Board of any item not on the agenda shall be limited to statements of specific factual information given in response to any inquiry, a recitation of existing policy in response to an inquiry, and/or a proposal to place the item on a future agenda. The presiding officer, during the Citizens to be Heard portion of the agenda, will call on those persons who have signed up to speak in the order they have registered.*
4. Consideration/Approval of the Minutes from the February 12, 2015 Directors Meeting (C. Ellis)
5. Consideration/Approval of the Minutes from the February 19, 2015 Special Directors Meeting (C. Ellis)
6. Discussion on Systems Information (C. Ellis/R. Dabney)
7. Consideration/Approval of Hay Pricing for the 2015 Growing Season (C. Ellis)
8. Discussion Regarding the Improvements to or Relocation of Administrative Office (C. Ellis)
9. Consideration/Approval to Amend Check Writing Policy (C. Ellis)
10. Staff Reports Pertaining to:
  1. Update on Olympia/Retama Project (N. Sherman)
  2. Update on OJR Plant Expansion (N. Sherman)
  3. Update on Southern Sewershed (N. Sherman)
  4. Update on Schertz and Dietz Creek Lift Station Rehabilitations (N. Sherman)
  5. Update on Olympia Force Main Project (N. Sherman)
11. Administrative Section:                   11.1 End of Month Reports-February (R. Madsen)  
  11.2 Approval of Expenditure List-February 27, 2015 (R. Madsen)  
  11.3 Approval of Expenditure List-March 12, 2015 (R. Madsen)
12. Requests by Directors and/or General Manager for Items to be Placed on a Future Agenda
13. Adjournment





**Cibolo Creek Municipal Authority**

**SPECIAL MEETING OF THE BOARD OF DIRECTORS AGENDA-FEBRUARY 19,2015**

1. Call to order at 6 p.m. at 100 Dietz Road-Schertz, Texas
2. Roll Call: Mr. Ken Greenwald, President  
Mr. Richard Braud, Vice-President  
Mrs. Reginna Agee, Secretary-Treasurer  
Mr. Bobby Greaves, Director  
Mr. T. "Jake" Jacobs, Director  
Staff: Mr. Clint Ellis, General Manager  
Ms Christine Budnik, Assistant to the General Manager  
Mr. Brandon Bradley, Capital Projects Specialist  
Mr. Ryan Madsen, Business Manager  
Mr. Robert Dabney, Utility Director  
Mr. Nick Sherman, Project Manager
3. Citizens to be Heard: *This time is set aside for any person who wishes to address the Board. Each person should fill out the speaker's register prior to the meeting. Presentations should be limited to no more than 3 minutes. **All remarks shall be addressed to the Board as a body, and not to any individual member thereof. Any person making personal, impertinent, or slanderous remarks while addressing the Board may be requested to leave the meeting.** Discussion by the Board of any item not on the agenda shall be limited to statements of specific factual information given in response to any inquiry, a recitation of existing policy in response to an inquiry, and/or a proposal to place the item on a future agenda. The presiding officer, during the Citizens to be Heard portion of the agenda, will call on those persons who have signed up to speak in the order they have registered.*
4. Executive Session Held in Accordance with Section 551.071 of the Texas Government Code , for Consultation with Attorney Regarding Pending or Contemplated Litigation Related to Contractual Matters.
5. Board Reconvenes into Open Session to Authorize General Manager to take any Action Discussed in Executive Session.
6. Adjournment.

\_\_\_\_\_  
Shirley R. Taylor

The above Notice of Meeting of the **Cibolo Creek Municipal Authority** was posted on the \_\_\_\_the day of \_\_\_\_\_, 2015 at a place convenient to the public in the \_\_\_\_\_, County, Courthouse at \_\_\_\_\_, Texas.

\_\_\_\_\_  
Shirley R. Taylor



## Cibolo Creek Municipal Authority

MEETING OF THE BOARD OF DIRECTORS AGENDA-February 12, 2015

1. Call to order at 6:00 p.m. at 100 Dietz Road-Schertz, Texas
2. Roll Call:           Mr. Ken Greenwald, President  
                          Mr. Richard Braud, Vice-President  
                          Mrs. Reginna Agee, Secretary-Treasurer  
                          Mr. Bobby Greaves, Director  
                          Mr. T. "Jake" Jacobs, Director  
Staff:                Mr. Clint Ellis, General Manager  
                          Ms Christine Budnik, Assistant to the General Manager  
                          Mr. Brandon Bradley, Capital Projects Specialist  
                          Mr. Ryan Madsen, Business Manager  
                          Mr. Robert Dabney, Utility Director  
                          Mr. Nick Sherman, Project Manager
3. Citizens to be Heard: *This time is set aside for any person who wishes to address the Board. Each person should fill out the speaker's register prior to the meeting. Presentations should be limited to no more than 3 minutes. **All remarks shall be addressed to the Board as a body, and not to any individual member thereof. Any person making personal, impertinent, or slanderous remarks while addressing the Board may be requested to leave the meeting.** Discussion by the Board of any item not on the agenda shall be limited to statements of specific factual information given in response to any inquiry, a recitation of existing policy in response to an inquiry, and/or a proposal to place the item on a future agenda. The presiding officer, during the Citizens to be Heard portion of the agenda, will call on those persons who have signed up to speak in the order they have registered.*
4. Consideration/Approval of the Minutes from the January 15, 2015 Special Directors Meeting (C. Ellis)
5. Discussion on Systems Information (C. Ellis/R. Dabney)
6. Discussion Regarding Improvements to or Relocation of Administrative Office (C. Ellis)
7. Discussion Relating to Amending Check Writing Policy (C. Ellis)
8. Consideration/Approval for Purchase of Additional Trickling Filter Pump and Associated Budget Amendment (C. Ellis)
9. Staff Reports Pertaining to:
  1. Update on Olympia/Retama Project (N. Sherman)
  2. Update on OJR Plant Expansion (N. Sherman)
  3. Update on Southern Sewershed (N. Sherman)
  4. Update on Schertz and Dietz Creek Lift Station Rehabilitations (N. Sherman)
  5. Update on Olympia Force Main Project (N. Sherman)
10. Administrative Section:                   10.1 End of Month Reports-January (R. Madsen)  
  10.2 Approval of Expenditure List-January 30, 2015 (R. Madsen)  
  10.3 Approval of Expenditure List-February 12, 2015 (R. Madsen)
11. Requests by Directors and/or General Manager for Items to be Placed on a Future Agenda
12. Adjournment



## Cibolo Creek Municipal Authority

SPECIAL MEETING OF THE BOARD OF DIRECTORS AGENDA-January 15, 2015

1. Call to order at 6:00 p.m. at 100 Dietz Road-Schertz, Texas
2. Roll Call:           Mr. Ken Greenwald, President  
                          Mr. Richard Braud, Vice-President  
                          Mrs. Reginna Agee, Secretary-Treasurer  
                          Mr. Bobby Greaves, Director  
                          Mr. T. "Jake" Jacobs, Director  
Staff:                Mr. Clint Ellis, General Manager  
                          Ms Christine Budnik, Assistant to the General Manager  
                          Mr. Brandon Bradley, Capital Projects Specialist  
                          Mr. Ryan Madsen, Business Manager  
                          Mr. Robert Dabney, Utility Director  
                          Mr. Nick Sherman, Project Manager
3. Citizens to be Heard: *This time is set aside for any person who wishes to address the Board. Each person should fill out the speaker's register prior to the meeting. Presentations should be limited to no more than 3 minutes. **All remarks shall be addressed to the Board as a body, and not to any individual member thereof. Any person making personal, impertinent, or slanderous remarks while addressing the Board may be requested to leave the meeting.** Discussion by the Board of any item not on the agenda shall be limited to statements of specific factual information given in response to any inquiry, a recitation of existing policy in response to an inquiry, and/or a proposal to place the item on a future agenda. The presiding officer, during the Citizens to be Heard portion of the agenda, will call on those persons who have signed up to speak in the order they have registered.*
4. Consideration/Approval of FY2014 Audit (C.Ellis)
5. Consideration/Approval of the Minutes from the December 11, 2014 Directors Meeting (C. Ellis)
6. Consideration/Approval to Authorize the General Manager to File for an Application for a Wastewater Discharge Permit for the South Plant; Designating the General Manager as the Principal Executive Officer for Such Purpose (C. Ellis)
7. Consideration/Approval of Budget Amendment for Replacement of Primary Clarifier "A" Drive (R. Madsen)
8. Consideration/Approval of Budget Amendment for Purchase of Sump Pump and Accessories (R. Madsen)
9. Discussion on Systems Information (C. Ellis/R. Dabney)
10. Staff Reports Pertaining to:
  1. Update on Olympia/Retama Project (N. Sherman)
  2. Update on OJR Plant Expansion (N. Sherman)
  3. Update on Southern Sewershed (N. Sherman)
  4. Update on Schertz and Dietz Creek Lift Station Rehabilitations (N. Sherman)
  5. Update on Olympia Force Main Project (N. Sherman)
11. Administrative Section:
  - 11.1 Quarterly Investment Review in Accordance with Public Funds Investment Act (R. Madsen)
  - 11.2 End of Quarter Reports-1<sup>st</sup> Qtr. FY2015 (R. Madsen)
  - 11.3 End of Month Reports-December (R. Madsen)
  - 11.4 Approval of Expenditure List-December 31, 2014 (R. Madsen)
  - 11.5 Approval of Expenditure List-January 15, 2015 (R. Madsen)
12. Requests by Directors and/or General Manager for Items to be Placed on a Future Agenda
13. Adjournment



## Cibolo Creek Municipal Authority

MEETING OF THE BOARD OF DIRECTORS AGENDA-December 11, 2014

1. Call to order at 6:00 p.m. at 100 Dietz Road-Schertz, Texas
2. Roll Call:           Mr. Ken Greenwald, President  
                          Mr. Richard Braud, Vice-President  
                          Mrs. Reginna Agee, Secretary-Treasurer  
                          Mr. Bobby Greaves, Director  
                          Mr. T. "Jake" Jacobs, Director  
Staff:                Mr. Clint Ellis, General Manager  
                          Ms Christine Budnik, Assistant to the General Manager  
                          Mr. Brandon Bradley, Capital Projects Specialist  
                          Mr. Ryan Madsen, Business Manager  
                          Mr. Robert Dabney, Utility Director  
                          Mr. Nick Sherman, Project Manager
3. Citizens to be Heard: *This time is set aside for any person who wishes to address the Board. Each person should fill out the speaker's register prior to the meeting. Presentations should be limited to no more than 3 minutes. **All remarks shall be addressed to the Board as a body, and not to any individual member thereof. Any person making personal, impertinent, or slanderous remarks while addressing the Board may be requested to leave the meeting.** Discussion by the Board of any item not on the agenda shall be limited to statements of specific factual information given in response to any inquiry, a recitation of existing policy in response to an inquiry, and/or a proposal to place the item on a future agenda. The presiding officer, during the Citizens to be Heard portion of the agenda, will call on those persons who have signed up to speak in the order they have registered.*
4. Executive Session held in Accordance with Section 551.072 of the Texas Government Code, Deliberations Regarding Purchase of Real Property
5. Board Reconvenes into Open Session to Authorize General Manager to Take any Action(s) Discussed in Executive Session
6. Consideration/Approval of the Minutes from the November 18, 2014 Special Directors Meeting (C. Ellis)
7. Consideration/Approval to Allow the General Manager to Enter into an Agreement for Wholesale Wastewater and Reclaimed Water Rate Study (C.Ellis)
8. Discussion on Systems Information (C. Ellis/R. Dabney)
9. Staff Reports Pertaining to:
  1. Update on Olympia/Retama Project (N. Sherman)
  2. Update on OJR Plant Expansion (N. Sherman)
  3. Update on Southern Sewershed (N. Sherman)
  4. Update on Schertz and Dietz Creek Lift Station Rehabilitations (N. Sherman)
  5. Update on Olympia Force Main Project (N. Sherman)
10. Administrative Section:                   10.1 End of Month Reports-November (R. Madsen)  
  10.2 Approval of Expenditure List-November 28, 2014 (R. Madsen)  
  10.3 Approval of Expenditure List-December 11, 2014 (R. Madsen)
11. Requests by Directors and/or General Manager for Items to be Placed on a Future Agenda
12. Adjournment



## Cibolo Creek Municipal Authority

SPECIAL MEETING OF THE BOARD OF DIRECTORS AGENDA-November 18, 2014

1. Call to order at 6:00 p.m. at 100 Dietz Road-Schertz, Texas
2. Roll Call: Mr. Ken Greenwald, President  
Mr. Richard Braud, Vice-President  
Mrs. Reginna Agee, Secretary-Treasurer  
Mr. Bobby Greaves, Director  
Mr. T. "Jake" Jacobs, Director  
Staff: Mr. Clint Ellis, General Manager  
Ms Christine Budnik, Assistant to the General Manager  
Mr. Brandon Bradley, Capital Projects Specialist  
Mr. Ryan Madsen, Business Manager  
Mr. Robert Dabney, Utility Director  
Mr. Nick Sherman, Project Manager
3. Citizens to be Heard: *This time is set aside for any person who wishes to address the Board. Each person should fill out the speaker's register prior to the meeting. Presentations should be limited to no more than 3 minutes. **All remarks shall be addressed to the Board as a body, and not to any individual member thereof. Any person making personal, impertinent, or slanderous remarks while addressing the Board may be requested to leave the meeting.** Discussion by the Board of any item not on the agenda shall be limited to statements of specific factual information given in response to any inquiry, a recitation of existing policy in response to an inquiry, and/or a proposal to place the item on a future agenda. The presiding officer, during the Citizens to be Heard portion of the agenda, will call on those persons who have signed up to speak in the order they have registered.*
4. Executive Session held in Accordance with Section 551.072 of the Texas Government Code, Deliberations Regarding Purchase of Real Property
5. Board Reconvenes into Open Session to Authorize General Manager to Take any Action(s) Discussed in Executive Session
6. Consideration/Approval of the Minutes from the October 9, 2014 Directors Meeting (C. Ellis)
7. Discussion Regarding Impact Fee Interlocal Agreement with San Antonio Water Systems (C. Ellis)
8. Consideration/Approval of Interlocal Agreement Between CCMA and the City of Cibolo Regarding the Dietz Creek Lift Station Project (C. Ellis)
9. Consideration/Approval to Expend Funds to Update the Capital Improvement Plan (B. Bradley)
10. Consideration/Approval to Renew Health Insurance Plan (R. Madsen)
11. Consideration/Approval of Aeration Basin Modifications and Associated Budget Amendment, if Necessary (R. Dabney)
12. Consideration/Approval of Purchase of Trash Pump for System Use and Associated Budget Amendment, if Necessary (B. Bradley)
13. Consideration/Approval of an Order by the Board of Directors of the Cibolo Creek Municipal Authority Authorizing the Issuance of "Cibolo Creek Municipal Authority Revenue Refunding Bonds, Series 2015", Providing for the Payment of the bonds by a First and Prior Lien on and Pledge of the Net Revenues of the Authority's System to the Payment of the Principal of and Interest on the Bonds Equally and Ratably with Certain Currently Outstanding Obligations; Prescribing the Form, Terms, Conditions, and Resolving Other Matters Incident and Related to the Issuance, Sale, and Delivery of the bonds; Authorizing the Execution of a Paying Agent/Registrar Agreement, a Purchase and Investment Letter, and an Escrow Deposit Letter; Complying with the Provisions of the Depository Trust Company's Letter of Representations; Authorizing the Execution of any Necessary Engagement Agreements with the Authority's Financial Advisors and/or Bond Counsel; and Providing and Effective Date (R. Madsen)
14. Discussion on Systems Information (C. Ellis/R. Dabney)

15. Staff Reports Pertaining to:
  1. Update on Olympia/Retama Project (N. Sherman)
  2. Update on OJR Plant Expansion (N. Sherman)
  3. Update on Southern Sewershed (N. Sherman)
  4. Update on Schertz and Dietz Creek Lift Station Rehabilitations (N. Sherman)
  5. Update on Olympia Force Main Project (N. Sherman)
  
16. Administrative Section:
  - 16.1 End of Month Reports-October (R. Madsen)
  - 16.2 Approval of Expenditure List-October 24, 2014 (R. Madsen)
  - 16.3 Approval of Expenditure List-November 18, 2014 (R. Madsen)
  
17. Requests by Directors and/or General Manager for Items to be Placed on a Future Agenda
  
18. Adjournment



## Cibolo Creek Municipal Authority

REGULAR MEETING OF THE BOARD OF DIRECTORS AGENDA-October 9, 2014

1. Call to order at 6:00 p.m. at 100 Dietz Road-Schertz, Texas
2. Roll Call: Mr. Ken Greenwald, President  
Mr. Richard Braud, Vice-President  
Mrs. Reginna Agee, Secretary-Treasurer  
Mr. Bobby Greaves, Director  
Mr. T. "Jake" Jacobs, Director  
Staff: Mr. Clint Ellis, General Manager  
Ms Christine Budnik, Assistant to the General Manager  
Mr. Brandon Bradley, Capital Projects Specialist  
Mr. Ryan Madsen, Business Manager  
Mr. Robert Dabney, Utility Director  
Mr. Nick Sherman, Project Manager
3. Citizens to be Heard: *This time is set aside for any person who wishes to address the Board. Each person should fill out the speaker's register prior to the meeting. Presentations should be limited to no more than 3 minutes. All remarks shall be addressed to the Board as a body, and not to any individual member thereof. Any person making personal, impertinent, or slanderous remarks while addressing the Board may be requested to leave the meeting. Discussion by the Board of any item not on the agenda shall be limited to statements of specific factual information given in response to any inquiry, a recitation of existing policy in response to an inquiry, and/or a proposal to place the item on a future agenda. The presiding officer, during the Citizens to be Heard portion of the agenda, will call on those persons who have signed up to speak in the order they have registered.*
4. Executive Session Held in Accordance with Section 551.071 of the Texas Government Code, Consultations with Attorney Regarding Contractual Matter Relating to Requests for Qualifications for Outside Legal Counsel
5. Board Reconvenes into Open Session to Authorize General Manager to Take any Action(s) Discussed in Executive Session
6. Consideration/Approval of Designation of Outside Legal Counsel (C. Ellis)
7. Consideration/Approval of the Minutes from the September 11, 2014 Directors Meeting (C. Ellis)
8. Discussion on Systems Information (C. Ellis/R. Dabney)
9. Consideration/Approval to Ratify the Actions of the General Manager Relating to the Emergency Repair of the Aztec Force Main and Bypass Facility (C. Ellis)
10. Consideration/Approval to Purchase Gate Valves for the Aztec Lift Station, and Associated Budget Amendment, if Necessary (C. Ellis)
11. Consideration/Approval of CCMA Investment Policy with the Attached Fund Strategies (C. Ellis/R. Madsen)
12. Consideration/Approval to Appoint an Audit Committee (C. Ellis)
13. Staff Reports Pertaining to:
  1. Update on Olympia/Retama Project (N. Sherman)
  2. Update on OJR Plant Expansion (N. Sherman)
  3. Update on Southern Sewershed (N. Sherman)
  4. Update on Schertz and Dietz Creek Lift Station Rehabilitations (N. Sherman)
  5. Update on Olympia Force Main Project (N. Sherman)
14. Administrative Section:
  - 14.1 Quarterly Investment Review in Accordance with Public Funds Investment Act (R. Madsen)
  - 14.2 End of Quarter Reports-4<sup>th</sup> Quarter (R. Madsen)
  - 14.3 End of Month Reports-September (R. Madsen)
  - 14.4 Approval of Expenditure List-September 30, 2014 (R. Madsen)
  - 14.5 Approval of Expenditure List-October 9, 2014 (R. Madsen)
15. Requests by Directors and/or General Manager for Items to be Placed on a Future Agenda
16. Adjournment





## Cibolo Creek Municipal Authority

REGULAR MEETING OF THE BOARD OF DIRECTORS AGENDA-September 11, 2014

1. Call to order at 6:00 p.m. at 100 Dietz Road-Schertz, Texas
2. Roll Call:
  - Mr. Ken Greenwald, President
  - Mr. Richard Braud, Vice-President
  - Mrs. Reginna Agee, Secretary-Treasurer
  - Mr. Bobby Greaves, Director
  - Mr. T. "Jake" Jacobs, DirectorStaff:
  - Mr. Clint Ellis, General Manager
  - Ms Christine Budnik, Assistant to the General Manager
  - Mr. Brandon Bradley, Capital Projects Specialist
  - Mr. Ryan Madsen, Business Manager
  - Mr. Robert Dabney, Utility Director
  - Mr. Nick Sherman, Project Manager
3. Citizens to be Heard: *This time is set aside for any person who wishes to address the Board. Each person should fill out the speaker's register prior to the meeting. Presentations should be limited to no more than 3 minutes. **All remarks shall be addressed to the Board as a body, and not to any individual member thereof. Any person making personal, impertinent, or slanderous remarks while addressing the Board may be requested to leave the meeting.** Discussion by the Board of any item not on the agenda shall be limited to statements of specific factual information given in response to any inquiry, a recitation of existing policy in response to an inquiry, and/or a proposal to place the item on a future agenda. The presiding officer, during the Citizens to be Heard portion of the agenda, will call on those persons who have signed up to speak in the order they have registered.*
4. (A) Executive Session Held in Accordance with Section 551.071 of the Texas Government Code, Consultations with Attorney Regarding Pending or Contemplated Litigation  
(B) Executive Session Held in Accordance with Section 551.071 of the Texas Government Code, Consultations with Attorney Regarding Contractual Matter  
(C) Executive Session Held in Accordance with Section 551.072 of the Texas Government Code, Deliberations Regarding Purchase of Real Property
5. Board Reconvenes into Open Session to Authorize General Manager to Take any Action(s) Discussed in Executive Session (A) (B) and (C)
6. Consideration/Approval of an Order by the Board of Directors of the Cibolo Creek Municipal Authority Authorizing the Issuance of "Cibolo Creek Municipal Authority Contract Revenue Bonds, Series 2014 (Southern Wastewater Treatment Plant Project)", Providing for the Payment of the Principal of and Interest on These Bonds as Provided Herein; Providing the Terms and Conditions of Such Bonds and Resolving Other Matters Incident and Relating to the Issuance, Payment, Security, Sale, and Delivery of Such Bonds, Including the Approval and Distribution of an Official Statement Pertaining Thereto; Authorizing the Execution of a Paying Agent/Registrar Agreement, a Purchase Contract, and a Regional Wastewater Treatment Contract (Southern Wastewater Treatment Plant Project); Complying with the Requirements of the Depository Trust Company's Letter of Representations; and Providing an Effective Date (C. Ellis/J. Kuhn)
7. Discussion Relating to Refunding the Authority's Series 2004 Revenue Bonds for Interest Rate Savings and Authorizing Southwest Securities, The Authority's Financial Advisor, Along with Staff to Pursue the Refunding if Savings Warrant Proceeding and Other Matters Related Thereto (C. Ellis/M. McLiney)
8. Consideration/Approval to Amend the Design Contract for the OJR Expansion Project (C.Ellis)
9. Consideration /Approval of the Minutes from the August 14, 2014 Directors Meeting (C. Ellis)

10. Discussion on Systems Information (C. Ellis/R.Dabney)
11. Consideration/Approval to Repair, Modify or Replace Aeration Basin Pump and Associated Budget Amendment if Necessary (C. Ellis)
12. Consideration/Approval to Repair or Replace the Town Creek Lift Station Pump and Associated Budget Amendment if Necessary (C. Ellis)
13. Consideration/Approval to Purchase CCTV Unit and Associated Budget Amendment if Necessary (C. Ellis)
14. Consideration/Approval to Purchase Materials for the Maske Road Rehabilitation and Associated Budget Amendment if Necessary (C. Ellis)
15. Consideration/Approval of Request for Qualifications for Legal Counsel (R. Madsen)
16. Staff Reports Pertaining to:
  1. Update on Olympia/Retama Project (N. Sherman)
  2. Update on OJR Plant Expansion (N. Sherman)
  3. Update on Southern Sewershed (N. Sherman)
  4. Update on Schertz and Dietz Creek Lift Station Rehabilitations (N. Sherman)
  5. Update on Olympia Force Main Project (N. Sherman)
17. Consideration/Approval of FY2015 Budget (C. Ellis/R. Madsen)
18. Administrative Section:
  - 18.1 End of Month Reports-August (R. Madsen)
  - 18.2 Approval of Expenditure List-August 29, 2014 (R. Madsen)
  - 18.3 Approval of Expenditure List-September 11, 2014 (R. Madsen)
19. Requests by Directors and/or General Manager for Items to be Placed on a Future Agenda
20. Executive Session Held in Accordance with Section 551.074 of the Texas Government Code, Personnel Matters: Annual Evaluation of the General Manager
21. Board Reconvenes into Open Session to Authorize General Manager to Take any Action(s) Discussed in Executive Session
22. Adjournment



## Cibolo Creek Municipal Authority

REGULAR MEETING OF THE BOARD OF DIRECTORS AGENDA-August 14, 2014

1. Call to order at 6:00 p.m. at 100 Dietz Road-Schertz, Texas
2. Roll Call: Mr. Ken Greenwald, President  
Mr. Richard Braud, Vice-President  
Mrs. Regina Agee, Secretary-Treasurer  
Mr. Bobby Greaves, Director  
Mr. T. "Jake" Jacobs, Director  
Staff: Mr. Clint Ellis, General Manager  
Ms Christine Budnik, Assistant to the General Manager  
Mr. Brandon Bradley, Capital Projects Specialist  
Mr. Ryan Madsen, Business Manager  
Mr. Robert Dabney, Utility Director  
Mr. Nick Sherman, Project Manager
3. Citizens to be Heard: *This time is set aside for any person who wishes to address the Board. Each person should fill out the speaker's register prior to the meeting. Presentations should be limited to no more than 3 minutes. All remarks shall be addressed to the Board as a body, and not to any individual member thereof. Any person making personal, impertinent, or slanderous remarks while addressing the Board may be requested to leave the meeting. Discussion by the Board of any item not on the agenda shall be limited to statements of specific factual information given in response to any inquiry, a recitation of existing policy in response to an inquiry, and/or a proposal to place the item on a future agenda. The presiding officer, during the Citizens to be Heard portion of the agenda, will call on those persons who have signed up to speak in the order they have registered.*
4. Consideration /Approval of the Minutes from the July 10, 2014 Directors Meeting (C. Ellis)
5. Consideration/Approval of the Minutes from the August 5, 2014 Special Directors Meeting (C. Ellis)
6. Discussion on Systems Information (C. Ellis/R.Dabney)
7. Executive Session Held in Accordance with Section 551.071 of the Texas Government Code, Discussion Related to Contract and Procurement Issues with the Board's Attorney
8. Board Reconvenes into Open Session to:  
(A) Consider/Approve the Selection Committee's Report and Recommendations for a Contract Award Relating to Bids Received in Response to the Invitation for Bids for a Portable Machine System to Install Reinforced Cured in Place Inversion Pipe Liner Using a Trenchless Method to Repair Underground Sewer Lines. The Board may take Action to Award a Contract; and  
  
(B) Consider/Approve the Selection Committee's Report and Recommendations for Contract Award Relating to Bids Received in Response to the Solicitation for the Olympia Force Main Project. The Board may take Action to Award a Contract.
9. Staff Reports Pertaining to:
  1. Update on Olympia/Retama Project (N. Sherman)
  2. Update on OJR Plant Expansion (N. Sherman)
  3. Update on Southern Sewershed (N. Sherman)
  4. Update on Schertz and Dietz Creek Lift Station Rehabilitations (N. Sherman)
  5. Update on Olympia Force Main Project (N. Sherman)
10. Administrative Section:
  - 10.1 End of Month Reports-July (R. Madsen)
  - 10.2 Approval of Expenditure List-July 31, 2014 (R. Madsen)
  - 10.3 Approval of Expenditure List-August 14, 2014 (R. Madsen)
11. Requests by Directors and/or General Manager for Items to be Placed on a Future Agenda
12. (A) Executive Session Held in Accordance with Section 551.072 of the Texas Government Code, Deliberations Regarding Purchase of Real Property  
  
(B) Executive Session Held in Accordance with Section 551.074 of the Texas Government Code, Personnel Matters: Annual Evaluation of General Manager
13. Board Reconvenes into Open Session to Authorize General Manager to Take any Action(s) Discussed in Executive Sessions (A) and (B)
14. Adjournment



## Cibolo Creek Municipal Authority

REGULAR MEETING OF THE BOARD OF DIRECTORS AGENDA-July 10, 2014

1. Call to order at 6:00 p.m. at 100 Dietz Road-Schertz, Texas
2. Roll Call:
  - Mr. Ken Greenwald, President
  - Mr. Richard Braud, Vice-President
  - Mrs. Reginna Agee, Secretary-Treasurer
  - Mr. Bobby Greaves, Director
  - Mr. T. "Jake" Jacobs, DirectorStaff:
  - Mr. Clint Ellis, General Manager
  - Ms Christine Budnik, Assistant to the General Manager
  - Mr. Brandon Bradley, Capital Projects Specialist
  - Mr. Ryan Madsen, Business Manager
  - Mr. Robert Dabney, Utility Director
  - Mr. Nick Sherman, Project Manager
3. Citizens to be Heard: *This time is set aside for any person who wishes to address the Board. Each person should fill out the speaker's register prior to the meeting. Presentations should be limited to no more than 3 minutes. All remarks shall be addressed to the Board as a body, and not to any individual member thereof. Any person making personal, impertinent, or slanderous remarks while addressing the Board may be requested to leave the meeting. Discussion by the Board of any item not on the agenda shall be limited to statements of specific factual information given in response to any inquiry, a recitation of existing policy in response to an inquiry, and/or a proposal to place the item on a future agenda. The presiding officer, during the Citizens to be Heard portion of the agenda, will call on those persons who have signed up to speak in the order they have registered.*
4. Consideration /Approval of the Minutes from the June 12, 2014 Directors Meeting (R. Madsen)
5. Discussion on Systems Information (R.Dabney)
6. Consideration/Approval of Emergency Repair to Maske Road Line and Associated Budget Amendment (R. Dabney/N. Sherman)
7. Consideration/Approval to Purchase Aeration Basin Covers and Associated Budget Amendment (R. Dabney/N. Sherman)
8. Consideration/Approval of Budget Amendment Relating to Contract for Design of Olympia Force Main (B. Bradley)
9. Consideration/Approval to Ratify the Actions of the General Manager in Approving Change Order #7 to Pesado Construction Relating to the Olympia/Retama Project ( N. Sherman)
10. Consideration/Approval to Allow the General Manager to Enter into an Interlocal Agreement with the Cities of Schertz and Cibolo Relating to the Financing, Construction and Operation of the South Plant (C. Ellis/R. Madsen)
11. Staff Reports Pertaining to:
  1. Update on Olympia/Retama Project (N. Sherman)
  2. Update on OJR Plant Expansion (N. Sherman)
  3. Update on Southern Sewershed (N. Sherman)
  4. Update on Schertz and Dietz Creek Lift Station Rehabilitations (N. Sherman)
  5. Update on Olympia Force Main Project (N. Sherman)
12. Consideration/Approval to Release Draft FY2015 Budget to the Cities and RAFB (R. Madsen)
13. Administrative Section:
  - 13.1 Quarterly Investment Review in Accordance with Public Funds Investment Act (R. Madsen)
  - 13.2 End of Quarter Reports-3rd Quarter (R. Madsen)

- 13.3 End of Month Reports-June (R. Madsen)
- 13.4 Approval of Expenditure List-June 30, 2014 (R. Madsen)
- 13.5 Approval of Expenditure List-July 10, 2014 (R. Madsen)

- 14. Requests by Directors and/or General Manager for Items to be Placed on a Future Agenda
- 15. (A) Executive Session Held in Accordance with Section 551.072 of the Texas Government Code, Deliberations Regarding Purchase of Real Property  
  
(B) Executive Session Held in Accordance with Section 551.074 of the Texas Government Code, Personnel Matters: Annual Evaluation of General Manager
- 16. Board Reconvenes into Open Session to Authorize General Manager to Take any Action(s) Discussed in Executive Sessions (A) and (B)
- 17. Adjournment



## Cibolo Creek Municipal Authority

REGULAR MEETING OF THE BOARD OF DIRECTORS AGENDA-June 12, 2014

1. Call to order at 6:00 p.m. at 100 Dietz Road-Schertz, Texas
2. Roll Call:
  - Mr. Ken Greenwald, President
  - Mr. Richard Braud, Vice-President
  - Mrs. Reginna Agee, Secretary-Treasurer
  - Mr. Bobby Greaves, Director
  - Mr. T. "Jake" Jacobs, DirectorStaff:
  - Mr. Clint Ellis, General Manager
  - Ms Christine Budnik, Assistant to the General Manager
  - Mr. Brandon Bradley, Capital Projects Specialist
  - Mr. Ryan Madsen, Business Manager
  - Mr. Robert Dabney, Utility Director
  - Mr. Nick Sherman, Project Manager
3. Executive Session Held in Accordance with Section 551.072 of the Texas Government Code, Deliberations Regarding Purchase of Real Property
4. Board Reconvenes into Open Session to Authorize General Manager to Take any Action Discussed in Executive Session
5. Citizens to be Heard: *This time is set aside for any person who wishes to address the Board. Each person should fill out the speaker's register prior to the meeting. Presentations should be limited to no more than 3 minutes. All remarks shall be addressed to the Board as a body, and not to any individual member thereof. Any person making personal, impertinent, or slanderous remarks while addressing the Board may be requested to leave the meeting. Discussion by the Board of any item not on the agenda shall be limited to statements of specific factual information given in response to any inquiry, a recitation of existing policy in response to an inquiry, and/or a proposal to place the item on a future agenda. The presiding officer, during the Citizens to be Heard portion of the agenda, will call on those persons who have signed up to speak in the order they have registered.*
6. Consideration /Approval of the Minutes from the May 8, 2014 Directors Meeting (C.Ellis)
7. Discussion on Systems Information (R.Dabney/C.Ellis)
8. Staff Reports Pertaining to:
  1. Update on Olympia/Retama Project (N. Sherman)
  2. Update on OJR Plant Expansion (N. Sherman)
  3. Update on Southern Sewershed (N. Sherman)
  4. Update on Schertz and Dietz Creek Lift Station Rehabilitations (N. Sherman)
  5. Update on Olympia Force Main Project (N. Sherman)
  6. Update on GBRA Bond Validation Lawsuit (C. Ellis)
9. Consideration/Approval to Allow the General Manager to Enter into a Contract for Design of the Olympia Force Main Pumps and Associated Lift Station Improvements (C. Ellis)
10. Consideration/Approval for Purchase of Cast in Place Pipe Unit (R. Dabney/B. Bradley)
11. Consideration/Approval for Purchase of Aeration Basin Pump (C. Ellis)
12. Consideration/Approval to Amend Check Signing Policy (C. Ellis)

13. Consideration/Approval to Amend Investment Policy (C. Ellis)
14. Consideration/Approval of Tuition Reimbursement Policy (R. Madsen)
15. First Presentation of Draft FY2015 Budget (C. Ellis)
16. Administrative Section:
  - 16.1 End of Month Reports-May (C. Ellis)
  - 16.2 Approval of Expenditure List-May 23, 2014 (C. Ellis)
  - 16.3 Approval of Expenditure List-June 12, 2014 (C. Ellis)
17. Requests by Directors and/or General Manager for Items to be Placed on a Future Agenda
18. Adjournment



## Cibolo Creek Municipal Authority

REGULAR MEETING OF THE BOARD OF DIRECTORS AGENDA-May 8, 2014

1. Call to order at 6:00 p.m. at 100 Dietz Road-Schertz, Texas
2. Roll Call:           Mr. Ken Greenwald, President  
                          Mr. Richard Braud, Vice-President  
                          Mrs. Reginna Agee, Secretary-Treasurer  
                          Mr. Bobby Greaves, Director  
                          Mr. T. "Jake" Jacobs, Director  
Staff:                Mr. Clint Ellis, General Manager  
                          Ms Christine Budnik, Assistant to the General Manager  
                          Mr. Brandon Bradley, Capital Projects Specialist  
                          Mr. Ryan Madsen, Business Manager  
                          Mr. Robert Dabney, Utility Director  
                          Mr. Nick Sherman, Project Manager
3. Citizens to be Heard: *This time is set aside for any person who wishes to address the Board. Each person should fill out the speaker's register prior to the meeting. Presentations should be limited to no more than 3 minutes. **All remarks shall be addressed to the Board as a body, and not to any individual member thereof. Any person making personal, impertinent, or slanderous remarks while addressing the Board may be requested to leave the meeting.** Discussion by the Board of any item not on the agenda shall be limited to statements of specific factual information given in response to any inquiry, a recitation of existing policy in response to an inquiry, and/or a proposal to place the item on a future agenda. The presiding officer, during the Citizens to be Heard portion of the agenda, will call on those persons who have signed up to speak in the order they have registered.*
4. Consideration /Approval of the Minutes from the April 10, 2014 Directors Meeting (C.Ellis)
5. Discussion on Systems Information (R.Dabney/C.Ellis)
6. Staff Reports Pertaining to:
  1. Update on Olympia/Retama Project (N. Sherman)
  2. Update on OJR Plant Expansion (N. Sherman)
  3. Update on Southern Sewershed (N. Sherman)
  4. Update on Schertz and Dietz Creek Lift Station Rehabilitations (N. Sherman)
  5. Update on Safety History (R. Dabney/C. Budnik)
  6. Update on Olympia Force Main Project (N. Sherman)
7. Consideration/Approval of Pump Purchase for Aeration Basin Lift Station (C. Ellis)
8. Consideration/Approval to Allow the General Manager to Enter into a Contract and/or Potential Purchase of Uniforms (C. Ellis/B.Bradley)
9. Consideration/Approval to Reaffirm Resolution BOD 09-1 Certifying CCMA's Enactment of a Water Conservation Plan Acceptable to the Texas Water Development Board (B. Bradley)
10. Consideration/Approval of Appointment for FY2014 Audit (C. Ellis)
11. Review/Recommendations on FY2015 Budget Salaries (C. Ellis)
12. Consideration/Approval of Tuition Reimbursement Policy (R. Madsen/C.Ellis)
13. Administrative Section:           13.1 End of Month Reports-April (C. Ellis)  
  13.2 Approval of Expenditure List-April 30, 2014 (C. Ellis)  
  13.3 Approval of Expenditure List-May 8, 2014 (C. Ellis)
14. Executive Session Held in Accordance with Section 551.072 of the Texas Government Code, Deliberations Regarding Purchase of Real Property
15. Board Reconvenes into Open Session to Authorize General Manager to Take any Action Discussed in Executive Session
16. Requests by Directors and/or General Manager for Items to be Placed on a Future Agenda
17. Adjournment