

NEVADA SPECIAL UTILITY DISTRICT  
108 N. Warren Street  
Nevada, Texas 75173  
(972) 843-2608

**MINUTES OF REGULAR MEETING OF BOARD OF DIRECTORS**

Date: Monday, June 21, 2021

Time: 7:00 pm

Place: 108 N. Warren Street, Nevada, Texas 75173

<https://meetings.ringcentral.com/j/1462790985?pwd=U2FVUEFscWltWjUyRWUxVmExRGtEdz09>

Password: Water

**AGENDA**

1. Call to order and Declaration of Quorum.  
*Call to order at 7.02 pm by Board President, Debra Caldwell. All members present in office. Employees present – Johnny Rudisill and Margaret Martin. Visitors – Allen Houser, Vickie Gracy.*
2. Review and approve minutes: May 10, 2021  
*Motion made by Debra Strickland to approve minutes; second by Robert Taylor. All in favor; motion carries.*
3. Approve May 2021 Directors Report.  
*Motion made to approve Directors Report mad by Robert Taylor; second by Debra Strickland. All in favor; motion carries.*
4. Public Comment. (Speakers are limited to 3 minutes each)
  - a) Allen Houser – *spoke of concerns about a letter sent to all customer about the annual required backflow inspection.*
5. Staff Reports:
  - a) General Manager's report:  
*Water usage – picking up. Normal use is 350,000 gallons per day but only 160,000 gallons per day currently.*  
*Lexington Heights – offsite waterline installation 50% complete, onsite waterline installation 15% complete.*  
*Cedar Ridge – 6 meters should be installed soon.*  
*Harvest Hills – currently in the planning/platting stage*  
*El Lavonia – Phase II will have a school and water tower.*
  - b) Office Manager's report:  
*Open Records training required.*

6. Old Business:  
*No old business*
7. New Business:
  - a) Discuss and take action to appoint new Board of Directors member to fulfill unexpired term of Ben Ponce.  
*Motion to appoint Vickie Gracy to fulfill unexpired term of Ben Ponce made by Robert Taylor; second by Debra Strickland. All in favor; motion carries.*
8. Executive Session: The board may into closed or executive session to discuss the following:  
*No session required.*
9. Reconvene into Regular Session and take any action as a result of the Executive Session.
10. Future agenda items.
  - a) *AIA Insurance presentation*
  - b) *2020-2021 Budget Amendment*
  - c) *2021-2022 Budget*
11. Adjourn.  
*Adjourn at 7:50 pm by Board President, Debra Caldwell*

#### CERTIFICATION

I certify that these Minutes were accepted and approved by the Board of Directors on 07/12/2021



Debra Caldwell  
Debra Caldwell, President

ATTEST:

Margaret Martin  
Margaret Martin, Assistant Secretary

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  - a) Allen Houser
5. Staff Reports:
  - a) General Manager's report:
  - b) Office Manager's report:
6. Old Business:
7. New Business:
  - a) Discuss and take action to appoint new Board of Directors member to fulfill unexpired term of Ben Ponce.
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9. Reconvene into Regular Session and take any action as a result of the Executive Session.
10. Future agenda items.
11. Adjourn.

\*Or iPhone one-tap:

US: +1(469) 445-0100, 2703799449# (US South)  
+1(470) 869-2200, 2703799449# (US East)  
+1(623) 404-9000, 2703799449# (US West)  
+1(720) 902-7700, 2703799449# (US Central)  
+1(773) 231-9226, 2703799449# (US North)

Or Telephone:

Dial (for higher quality, dial a number based on your current location):

US: +1(469) 445-0100 (US South)  
+1(470) 869-2200 (US East)  
+1(623) 404-9000 (US West)  
+1(720) 902-7700 (US Central)  
+1(773) 231-9226 (US North)

Meeting ID:

Password:

International numbers are available: <https://meetings.ringcentral.com/teleconference>

### CERTIFICATION

I, the undersigned, certify that this Agenda was posted on the bulletin board in front of the regular office of Nevada Special Utility District at 108 N. Warren Street, Nevada, Collin County, Texas on the 18th day of June, 2021, at 3:00 p.m., and that it remained posted and visible to the general public for at least seventy-two (72) hours before said meeting was convened.

By:   
Margaret Martin, Assistant Secretary

### NOTICE

1. The board of directors reserves the right to recess into executive or closed session to discuss or consult with the Nevada Special Utility District's attorney about any item listed on this agenda whenever it is considered necessary and legally justified under the Texas Open Meetings Act, Section 551.071, Texas Government Code.
2. The board of directors may vote or take action on each of the items listed in this agenda.
3. During Public Comment persons may address the board regarding an item that is not listed on this agenda. Each speaker shall be limited to three (3) minutes. The board is prohibited from deliberating or taking action on any matter presented during Public Comment.

### NOTICE OF ASSISTANCE AT PUBLIC MEETINGS

Persons with disabilities who plan to attend this meeting and who may need auxiliary aid or assistance should contact the General Manager of the district at least two (2) working days prior to the meeting at (972) 843-2608 or by facsimile at (972) 843-2609. Braille is not available.



6/21/21

- ① Call to order @ 7:02 - Debra Caldwell, Presided  
Members present in office - Debra S, Robert,  
Becky. Employees Present - Johnny & Margaret  
Visitors - Allen Houser, Vickie Gracy
- ② Motion to approve - Debra S, second - Robert  
All in favor; carries
- ③ motion to approve - Robert, second - Debra S.  
All in favor; carries
- ④ Allen Houser - ~~concerning~~ concerning backflow  
letter and late notice / final notice Call
- ⑤a Water usage - picking up - normal use is  
350,000 per day but only 160,000 gallons  
per day for May  
Lexington Heights - offsite water 50% complete,  
onsite water - 15% complete  
Cedar Ridge - 6 meters  
Harvest Hills - planning / platting stage  
El Lavonia - Phase II / School / Tower  
planning Assessments
- ⑤b Open records training ~~req~~ required
- ⑥ No old business



6/21/21

7a Motion for Vickie Gracy to fulfill unexpired term of Ben Ponce made by Robert, Second-Debra D. All in favor; Carries

8-9 No executive session

10a AIA Insurance presentation

b Budget amendment

c 2021-2022 budget

11 Adjourn @ 7:50 pm.

BOARD OF DIRECTORS MEETING  
JUNE 21, 2021

[illegible]