

**MINUTES OF MEETING OF
THE BOARD OF DIRECTORS OF THE
WEST TRAVIS COUNTY PUBLIC UTILITY AGENCY**

February 15, 2024

Board:

Scott Roberts, President
Jack Creveling, Vice President
Walt Smith, Secretary/Treasurer (attended remotely)
Jason Bethke, Director
Clint Garza, Director

Staff and Consultants:

Jennifer Riechers, Agency General Manager
Jennifer Smith, Agency Controller
Eric Morgan, Agency Operations Manager
Lauren J. Kalisek (Lloyd Gosselink Rochelle & Townsend, P.C.), Agency General Counsel
Kathryn Thiel (Lloyd Gosselink Rochelle & Townsend, P.C.), Agency General Counsel
David Klein (Lloyd Gosselink Rochelle & Townsend, P.C.), Agency General Counsel
Jason Baze (Murfee Engineering Company, Inc.), Agency Engineer
George Murfee (Murfee Engineering Company, Inc.), Agency Engineer
Dennis Lozano (Malone Wheeler), Agency Engineer

I. CALL TO ORDER

The meeting was called to order by President Roberts at 1:00 p.m.

II. ESTABLISH QUORUM

A quorum was established with the above-referenced Directors, staff and consultants present.

III. PUBLIC COMMENT

No public comments.

IV. CONSENT AGENDA

- A. Approve minutes of December 14, 2023 Regular Board Meeting and January 3, 2024 Special Board Meeting.**
- B. Approve payment of invoices and other bookkeeping matters, including:**
 - 1. Quarterly Investment Report.**
- C. Ratify payments approved by General Manager:**
 - 1. BOK Financial, Series 2015 Revenue Bonds, \$268,656.25;**

2. BOK Financial, Series 2017 Revenue Refunding Bonds, \$3,013,450.00;
3. BOK Financial, Series 2019 Revenue Bonds, \$303,100.00;
4. BOK Financial Series 2022 Revenue Bonds, \$853,637.50;
5. Cash Construction Company, Inc., Pay App #17 and Final, 30" Raw Water Transmission Main No. 2, \$130,580.00;
6. Hays County, Darden Hill at Sawyer Ranch Roundabout, \$154,199.53;
7. Landmark Structures, Pay App #6, 1240 EST, \$109,668.00;

D. Approve Contractor Pay Requests and invoices including:

1. Landmark Structures, Pay Application #7, \$162,839.50, 1240 EST;
2. T. Morales Company Electric & Controls, Ltd., Pay Application #1 and Final, \$331,700.00, County Line 1420 Pump Station Generator Replacement.

E. Approve Contractor Change Orders:

1. Landmark Structures, Change Order #1, \$46,006.00, 1240 EST.

MOTION: A motion was made by Director Roberts to the Consent Agenda, presented in items ¹IV. A-E of the Board Packet. The motion was seconded by Director Creveling.

The vote was taken with the following result:

Voting Aye: Unanimous

Voting Nay:

Abstained:

Absent:

V. NEW BUSINESS

A. Discuss, consider and take action regarding update on litigation with Belvedere Homeowners Association, Inc. and Belvedere Municipal Utility District (S. Clark).

(This item may be taken into Executive Session under the consultation with attorney exception).

President Roberts announced the Board would convene in Executive Session at 1:20 p.m. Executive session was adjourned at 3:15 p.m.

This item was taken into Executive Session under the consultation with attorney exception. No action was taken.

¹ The item numbers reflected in this motion and all subsequent motions track the item numbers provided in the February 15, 2024 Board packet and does not follow the numbering system reflected in the agenda.

- B. Discuss, consider and take action on Amendment to the Water and Sewer Development Policies (J. Riechers).**
(This item may be taken into Executive Session under the consultation with attorney exception).

This item was taken into Executive Session under the consultation with attorney exception. No action was taken.

- C. Discuss, consider and take action on approval of City of Dripping Springs Wholesale Water Agreement (J. Riechers).**
(This item may be taken into Executive Session under the consultation with attorney exception).

This item was taken into Executive Session under the consultation with attorney exception. No action was taken.

- D. Discuss, consider and take action on Service Availability Letters for:**
- 1. Harris Ranch, 68 Water LUEs, 71 System.**
 - 2. Penn Ranch, 1416 Water LUEs, 290 System.**
 - 3. Lunaroya/Silver Creek, 28 Water LUEs, 290 Water System.**

Director Creveling stated he was abstaining from the vote for item V.D.1, Harris Ranch.

MOTION: A motion was made by President Roberts to approve this item, presented in the Board Packet (labeled item VI. D in the Board Packet). The motion was seconded by Director Bethke.

The vote was taken with the following result:

Voting Aye: Directors Roberts, Smith, Garza and Bethke

Voting Nay:

Abstained: Director Creveling for item 1, Harris Ranch

Absent:

- E. Discuss, consider and take action on Non Standard Service Agreements for:**
- 1. Harris Ranch, 68 Water LUEs, 71 System.**
 - 2. Lunaroya/Silver Creek, 28 Water LUEs, 290 Water System.**

Director Creveling stated he was abstaining from the vote for item V.E.1, Harris Ranch.

MOTION: A motion was made by President Roberts to approve this item, presented in of the Board Packet (labeled item VI.E in the Board Packet). The motion was seconded by Director Bethke.

The vote was taken with the following result:
Voting Aye: Directors Roberts, Smith, Garza and Bethke
Voting Nay:
Abstained: Director Creveling for item 1, Harris Ranch
Absent:

- F. Discuss, consider and take action on Engagement Letters from Nelisa Heddin Consulting for 2024 Rate Study and 2024 Impact Fee Study (J. Riechers).**

Jennifer Riechers presented this item.

MOTION: A motion was made by President Roberts to approve this item, presented in of the Board Packet (labeled item VI.F in the Board Packet). The motion was seconded by Director Bethke.

The vote was taken with the following result:
Voting Aye: Unanimous
Voting Nay:
Abstained:
Absent:

- G. Discuss, consider and take action on Purchase Agreement for Easement on Parcel 64 and Parcel 65 for the 1080 Waterline (J. Riechers).**
(This item may be taken into Executive Session under the consultation with attorney exception).

This item was taken into Executive Session under the consultation with attorney exception. No action was taken.

- H. Discuss, consider and take action on Memorandum of Understanding with City of Bee Cave for effluent use at City Park (J. Riechers).**

Jennifer Riechers presented this item.

MOTION: A motion was made by President Roberts to approve this item, presented in of the Board Packet (labeled item VI.H in the Board Packet). The motion was seconded by Director Garza.

The vote was taken with the following result:
Voting Aye: Unanimous
Voting Nay:
Abstained:
Absent:

- I. Discuss, consider and take action on Memorandum of Understanding with City of Bee Cave for Commercial Irrigation Policy.**

MOTION: A motion was made by Director Garza to approve this item, as presented in the Board Packet (labeled IV.I in the Board Packet). The motion was seconded by Director Roberts.

The vote was taken with the following result:

Voting Aye: Unanimous

Voting Nay:

Abstained:

Absent:

- J. Discuss, consider and take action on Billing Services Agreement with Travis County MUD 22 for wastewater services (J. Riechers).**

This item was presented by Jennifer Riechers.

MOTION: A motion was made by President Roberts to approve this item as presented in the Board Packet (labeled IV.J in the Board Packet) . The motion was seconded by Director Creveling.

The vote was taken with the following result:

Voting Aye: Unanimous

Voting Nay:

Abstained:

Absent:

- K. Discuss, consider and take action on Notice to Proceed for 1080 Phase B construction (G. Murfee).**

This item was presented by George Murfee who recommended award of the project to Austin Engineering.

MOTION: A motion was made by President Roberts to approve this item. The motion was seconded by Director Creveling.

The vote was taken with the following result:

Voting Aye: Unanimous

Voting Nay:

Abstained:

Absent:

- L. Discuss, consider and take action on Proposal from Malone Wheeler, Inc. for Bee Cave Elementary Wastewater Lift Station conversion (J. Riechers).**

This item was presented by Jennifer Ricchers.

MOTION: A motion was made by President Roberts to approve this item as presented in the Board Packet (labeled IV.L in the Board Packet). The motion was seconded by Director Creveling.

The vote was taken with the following result:

Voting Aye: Unanimous

Voting Nay:

Abstained:

Absent:

M. Discuss, consider and take action on Proposal from Malone Wheeler, Inc. for revisions to the PUA Drought Contingency Plan (J. Riechers).

This item was presented by Jennifer Riechers. Ms. Riechers explained that we are having to amend the Drought Contingency Plan to adhere to new LCRA restrictions that become effective May 1st.

MOTION: A motion was made by President Roberts to approve this item as presented in the Board Packet (labeled IV. M in the Board Packet), subject to action by the LCRA to revise its Drought Contingency Plan. The motion was seconded by Director Creveling.

The vote was taken with the following result:

Voting Aye: Unanimous

Voting Nay:

Abstained:

Absent:

N. Discuss possible date for March Special Meeting (J. Riechers).

The Board set the next Board meeting for March 21, 2024.

VI. STAFF REPORTS

A. General Manager's Report (J. Riechers).

As presented in item VII. A of the Board Packet. No questions.

B. Controller's Report (J. Smith).

As presented in item VII. B of the Board Packet. No questions.

C. Operation's Report (E. Morgan).

As presented in item VII. C of the Board Packet. No questions.

D. Engineering Report (G. Murfee).

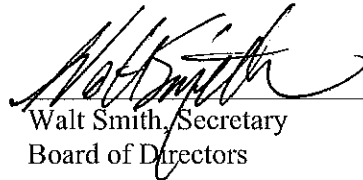
As presented in item VII. D of the Board Packet. No questions.

VII. ADJOURNMENT

MOTION: A motion was made by President Roberts to adjourn the meeting. The motion was seconded by Director Garza.

The meeting was adjourned by President Roberts at 3:15 p.m.

PASSED AND APPROVED this 18th day of April 2024.


Walt Smith, Secretary
Board of Directors