

**WEST TRAVIS COUNTY PUBLIC UTILITY AGENCY  
NOTICE OF MEETING**

**TO: THE BOARD OF DIRECTORS OF THE WEST TRAVIS COUNTY PUBLIC  
UTILITY AGENCY AND TO ALL OTHER INTERESTED PERSONS:**

Notice is hereby given that the Board of Directors of the West Travis County Public Utility Agency (“WTCPUA”) will hold a meeting at 1:00 p.m. on Tuesday, September 24, 2024 at the WTCPUA Administrative Office, 13215 Bee Cave Parkway, Building B, Ste. 110, Bee Cave, Texas. One or more members of the Board may participate in the meeting by videoconference pursuant to Section 551.127, Texas Government Code, provided that a quorum of the Board will be present at the meeting location.

The following matters will be considered and may be acted upon at the meeting.

*Public comments will be accepted only during designated portions of the Board meeting. Citizens wishing to address the Board should complete the Public Comment Form provided at the entrance to the meeting room so they may be recognized to speak. Speakers will be limited to three minutes to facilitate the opportunity to comment by all those so interested and to support the orderly flow of the meeting.*

**I. CALL TO ORDER**

**II. ESTABLISH QUORUM**

**III. PUBLIC COMMENT**

**IV. CONSENT AGENDA**

- A. Approve minutes of June 20, 2024 Regular Board Meeting.**
- B. Approve payment of invoices and other bookkeeping matters, including:**
  - 1. Quarterly Investment Report**
- C. Approve Annual Review of Investment Policy**
- D. Ratify payments approved by General Manager:**
  - 1. Landmark Structures, Pay Application #12, \$38,588.05, 1240 EST;**
  - 2. BOKF Financial, Revenue Bonds, Series 2015, \$1,083,656.26;**
  - 3. BOKF Financial, Revenue Refunding Bonds, Series 2017, \$6,883,450.00;**
  - 4. BOKF Financial, Revenue Bonds, Series 2019, \$633,100.00;**
  - 5. BOKF Financial, Revenue Bonds, Series 2022, \$1,483,637.50.**

6. **Austin Engineering, Co; Pay Application #3; \$641,604.25 – 1080 Transmission Main Segment B;**
7. **Landmark Structures, Pay Application #13, \$28,215.00, 1240 EST;**
8. **Udelhoven Oilfield System Service, Inc., Pay Application #3, \$558,742.33, Lake Pointe Lift Station Rehab.**

**E. Approve Contractor Pay Requests and invoices including:**

1. **Austin Engineering Co; PA 4; \$160,000.81 – 1080 Transmission Main Segment B.**
2. **Payton Construction, Inc; PA 1; \$39,500 – Southwest Parkway Pump Station.**

**F. Award Contract Services Agreements to:**

- **Wastewater Transport Services, LLC, Sludge Transportation and Disposal;**
- **Brenntag Southwest, Water and Wastewater Treatment Plant Chemicals for chlorine;**
- **Shannon Chemical Corporation for Sodium Permanganate;**
- **Chameleon Industries, Inc for Liquid Ammonium Sulfate;**
- **Chemtrade Chemicals US, LLC for Aluminum Chlorohydrate;**
- **Polydyne Inc. for Polymer;**
- **Carus LLC for Orthophosphate;**
- **Cy'Services, Landscape Maintenance.**

**V. NEW BUSINESS**

**A. Discuss, consider and take action on Draft Land Use Assumptions and Capital Improvement Plan report (G. Murfee).**

*This item may be taken into Executive Session under the Consultation with Attorney exception.*

**B. Discuss, consider and take action on WTCPUA construction of Hamilton Pool Road parallel line (S. Roberts).**

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

**C. Discuss, consider and take action on FY2024 Budget (J. Smith).**

*This item may be taken into Executive Session under the Consultation with Attorney exception.*

**D. Discuss, consider and take action on WTCPUA Organizational Chart (J. Smith).**

- E. Discuss, consider and take action on Annual Review of Administrative Financial Policies (J. Smith).**
- F. Discuss, consider, and take action regarding Proposals for General Counsel Legal Services. (J.Riechers)**  
*(This item may be taken into Executive Session under the consultation with attorney exception).*
- G. Discuss, consider, and take action regarding a Resolution of the Board of the West Travis County Public Utility Agency determining a Public Need and Necessity for the Acquisition of Certain Property and Authorizing the Agency's Use of Its Eminent Domain Power to Acquire Said Property Interests for 1080 Transmission Line (J.Riechers/ G.Murfee)**  
*(This item may be taken into Executive Session under the consultation with attorney exception).*
- H. Discuss, consider, and take action regarding a Resolution of the Board of the West Travis County Public Utility Agency determining a Public Need and Necessity for the Acquisition of Certain Property and Authorizing the Agency's Use of Its Eminent Domain Power to Acquire Said Property Interests for 290W 30" Parallel Transmission Line (J.Riechers/ G.Murfee)**  
*(This item may be taken into Executive Session under the consultation with attorney exception).*
- I. Discuss, consider and take action on Dripping Springs Water Supply Corporation Amended and Restated Wholesale Water Services Agreement (J. Riechers).**  
*(This item may be taken into Executive Session under the consultation with attorney exception).*
- J. Discuss, consider and take action on Proposal from Murfee Engineering, Inc. for engineering services related to WTCPUA Equipment Yard development (G. Murfee).**
- K. Discuss, consider and take action on Request for Adjustment to Project Budget from Murfee Engineering, Inc. for 1080 Transmission Main (G. Murfee).**
- L. Discuss, consider and take action on Request for Scope and Budget Amendment for Uplands WTP Sludge Dewatering Improvements from Malone Wheeler (J. Riechers).**
- M. Discuss, consider and take action on Service Availability Letter and Non Standard Service Agreement for:**  
**1. Calvert House Restaurant, 28 Water LUEs, 290 System;**
- N. Discuss, consider and take action on review of the City of Dripping Springs Wild Ridge Supplement Agreement (S. Roberts).**

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

- O. Discuss, consider and take action on annual TCDRS contribution rate (J. Smith).**
- P. Discuss, consider and take action on General Manager contract (L. Kalisek).**  
*(This item may be taken into Executive Session under the consultation with attorney exception and personnel matter exception).*
- Q. Discuss, consider and take action on Purchase Agreement for Easement on Parcel 14B for the 290W 30” Waterline.**  
*(This item may be taken into Executive Session under the consultation with attorney exception).*
- R. Discuss, consider and take action on Purchase Agreement for Easement on Parcel 27 for the 290 30” Waterline.**  
*(This item may be taken into Executive Session under the consultation with attorney exception).*
- S. Discuss, consider and take action on Draft Template language for Service Availability Letters and Non Standard Service Agreements (S. Roberts).**  
*(This item may be taken into Executive Session under the consultation with attorney exception).*
- T. Discuss, consider and take action on upcoming meeting schedule (J. Riechers).**

## **VI. STAFF REPORTS**

- A. General Manager’s Report (J. Riechers).**
- B. Controller’s Report (J. Smith).**
- C. Operation’s Report (J. Riechers).**
- D. Engineering Report (G. Murfee).**

### **1. Capital Improvements Plan Update**

**VII. ADJOURNMENT**

Dated: September 20, 2024

*Jennifer Riechers*

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Jennifer Riechers  
WTCPUA General Manager

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The Board of Directors may go into Executive Session, if necessary, pursuant to the applicable section of Subchapter D, Chapter 551, Texas Government Code, of the Texas Open Meetings Act, on any of the above matters under the following sections: Texas Government Code Ann. 551.071 – Consultation with Attorney; Texas Government Code Ann. 551.072 – Real and Personal Property; Texas Government Code Ann. 551.074 – Personnel Matters. No final action, decision, or vote will be taken on any subject or matter in Executive Session.

The West Travis County Public Utility Agency is committed to compliance with the Americans with Disabilities Act. Reasonable modifications and equal access to communications will be provided upon request. Please call Jennifer Riechers, General Manager at (512) 263-0100 for information.