

**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 its regular meeting at 10:00 a.m. on Thursday, September 20, 2018 at City of Bee Cave City Hall, 4000 Galleria Parkway, Bee Cave, Texas. The following matters will be considered and may be acted upon at the meeting.

The Consent Agenda allows the Board of Directors to approve all routine, non-controversial items with a single motion, without the need for discussion by the full Board. Any item may be removed from the Consent Agenda and considered individually upon request of a Board member.

Public comments will be accepted only during designated portions of the Board meeting. Citizens wishing to address the Board should complete the citizens’ communication 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 (R. Pugh)

A. Approve minutes of August 16, 2018 regular Board Meeting.

B. Approve payment of outstanding invoices and other related bookkeeping matters including:

1. HydroPro Solutions, water meter inventory for maintenance replacements, \$172,704.

2. Municipal Valve and Equipment Co., Inc. control valves for Raw Water Pump Station Pump Nos. 4 and 5, \$116,000.

C. Approve Contractor Pay Requests including:

1. Payton Construction, Inc. Pay Request No. 8, \$220,542.50, Raw Water Intake Pump Station Expansion and Rehabilitation.

2. SJ Louis Construction of Texas., Ltd. Pay Request No. 2, \$20,790, 1340 Transmission Main Project.

3. CFG Industries, LLC, Pay Request No. 7, \$33,630, Water Tank and Pump Stations Improvements Project.

4. Landmark Structures I, LP, Pay Request No. 5, \$58,543.75, 1340 Elevated Storage Tank Project.

- D. Approve Contractor Change Orders including:
 - 1. SJ Louis Construction of Texas., Ltd. Change Order No. 1, \$19,231.66, 1340 Transmission Main Project.**
 - 2. Payton Construction, Inc. Change Order No. 3, \$12,200.00, Raw Water Intake Expansion and Rehabilitation.****
- E. Approve License for Limited Use of Easement and Right of Way between WTCPUA and SJWTX, Inc., d/b/a Canyon Lake Water Service Company.**
- F. Approve Service Extension Request for Spillman Tract, 88 Water and 88 Wastewater LUEs, 71 System, including location map.**
- G. Approve Standard WTCPUA Reclaimed Water Use Agreement between WTCPUA and Morningside Residential Condominiums.**
- H. Ratify Consent to Assignment and Assumption of Agreement from RW Trine, LLC to Wooddrift 967, LLC for Rutherford West.**

V. PUBLIC HEARINGS

- A. Conduct a public hearing on amendments to the WTCPUA's land use assumptions, capital improvements plan, and water impact fees, 10:30 a.m. (D. Klein).**
- B. Conduct a public hearing on amendments to the WTCPUA's land use assumptions, capital improvements plan, and wastewater impact fees, 11:00 a.m. (D. Klein).**

VI. STAFF REPORTS

- A. General Manager's Report (R. Pugh).**
- B. Controller's Report (J. Smith).**
- C. Engineer's Report (D. Lozano/J. Coker) including:
 - 1. Capital Improvements Plan Update.**
 - 2. Discussion and possible action regarding Bohl's Floating Solar Array Project.****
- D. Operations Report (T. Cantu).**

VII. OLD BUSINESS

A. Discuss, consider and take action regarding pending and/or anticipated litigation, including:

1. *Travis County Municipal Utility District No. 12 v. West Travis County Public Utility Agency; in the 201st Judicial District Court, Travis County, Texas; Cause No. D-1-GN-16-002274 (D. Klein).*
2. *Cause No. D-1-GN-16-000538; Travis County Municipal Utility District No. 12 vs. Public Utility Commission of Texas in the 250th District Court of Travis County, Texas (D. Klein).*
3. *Second Petition of Travis County Municipal Utility District No. 12 Appealing Drought Surcharge Implemented by West Travis County Public Utility Agency, City of Bee Cave, Texas, Hays County, Texas and West Travis County Municipal Utility District No. 5 (D. Klein).*
4. *William R. Holms v. West Travis County Public Utility Agency; in Travis County Court of Law #2; C-1-CV-17-003601 (S. Albright).*
5. *John Hatchett, Sandra Hatchett and JPH Capital, LLP v. West Travis County Public Utility Agency; in the 201st Judicial District Court, Travis County, Texas; Cause No. D-1-GN-18-001654 (S. Albright).*

(These items under VII.A may be taken into Executive Session under the consultation with attorney exception).

B. Discuss, consider and take action on updates to WTCPUA Non-Standard Service Agreement template (S. Albright).

C. Discuss, consider and take action on customer late bill payment fees (D. Walden).

D. Discuss, consider and take action on WTCPUA Ethics Policy and Personnel Manual regarding Acceptance of Gifts (D. Walden/S. Roberts).

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

E. Discuss, consider and take action on request from Cypress Ranch Water Control and Improvement District No. 1 for approval to submit a Service Extension Request (SER) for an emergency interconnect to WTCPUA system (S. Albright/R. Pugh)

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

F. Discuss, consider and take action on annual review of General Manager (R. Pugh).

(This item may be taken into Executive Session under the personnel exception).

VIII. NEW BUSINESS

- A. Discuss, consider and take action on order approving amendments to the WTCPUA's Land Use Assumptions and Capital Improvements Plan, and Imposition of Water Impact Fees (J. Smith/D. Lozano/N. Heddin).
- B. Discuss, consider and take action on order approving amendments to the WTCPUA's Land Use Assumptions and Capital Improvements Plan, and Imposition of Wastewater Impact Fees (J. Smith/D. Lozano/N. Heddin).
- C. Discuss, consider and take action on Non-Standard Service Agreement with LTISD Middle School No. 3, 20 Wastewater LUEs (S. Albright/R. Pugh).
- D. Discuss, consider and take action on Acknowledgement and Release of Reservation Fees and Reimbursement Payments between LSM Ranch, LTD and WTCPUA for Rimrock Development (S. Albright).
- E. Discuss, consider and take action on Conveyance Agreements to convey facilities to the WTCPUA from the following (S. Albright):
 - 1. Headwaters MUD;
 - 2. CND-Sawyer Ranch, LLC, for Burba Property; and
 - 3. Sunset Canyon Baptist Church.
- F. Discuss, consider and take action on proposal from Dedicated Controls, LLC for general SCADA maintenance and repair services (T. Cantu).
- G. Discuss, consider and take action on recommended contract award to RTS Water Solutions, LLC in the amount of \$148,943.06 for Manual Meter Replacement Project (R. Pugh).
- H. Discuss, consider and take action on recommended contract award for the budgeted Uplands Water Treatment Plant/Office Building and High Service Pump Station Renovations and Painting Improvement Project.
 - 1. Travis Industries, \$449,900, tank and piping improvements (S. Wetzel).
- I. Discuss, consider and take action on employee annual reviews (R. Pugh).
(This item may be taken into Executive Session under the personnel exception).
- J. Discuss, consider and take action on FY19 Budget (J. Smith).

IX. ADJOURNMENT

Dated: September 13, 2018



Robert Pugh
WTCPUA General Manager

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 Robert Pugh, General Manager at (512) 263-0100 for information.