

**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 Wednesday, March 25, 2020. This meeting will be held via conference call in accordance with the Governor’s March 16, 2020 proclamation suspending certain open meetings statutes in response to the current COVID-19 pandemic and statewide disaster declaration. No physical meeting space will be available.

Members of the public may listen to and participate in the meeting via conference call. To participate in the meeting, please dial toll-free 866-899-4679 and enter access code 644-979-165 when prompted.

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 email Jennifer Riechers at jriechers@wtcpua.org prior to the meeting. 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 (J. Riechers)

- A. Approve minutes of February 20, 2020 regular Board Meeting.**
- B. Approve payment of invoices and other related bookkeeping matters.**
- C. Approve Contractor Pay Requests including:**
 - 1. Cash Construction Company, Inc., Pay Application No. 4, \$157,878.00 Raw Water Line No. 2 CIP Project**
 - 2. DN Tanks, Inc., Pay Application No. 6, \$202,783.68 West Bee Cave Pump Station GST No. 2 CIP Project**

- D. Approve Utility Conveyance Agreements to convey facilities to the WTCPUA from the following:**
 - 1. Extra Space Storage**
- E. Approve 2019 annual Developer Reimbursement in the amount of \$330,351.50 to NASH Sweetwater, LLC per Wholesale Water Services Agreement between WTCPUA and Lazy Nine MUD 1A.**
- F. Approve total reimbursable costs for High Pointe Phase 2, Section 2B as determined by Maxwell, Locke & Ritter report.**
- G. Approve replacement of Pump #5 at Raw Water Intake from Pump Solutions, Inc. for \$84,464.00.**

V. OLD BUSINESS

- A. Discuss, consider and take action regarding pending and/or anticipated litigation, including (S. Albright/D. Klein):**
 - 1. 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.*
 - 2. John Hatchett, Sandra Hatchett and JPH Capital, LLP v. West Travis County Public Utility Agency, No. 03-18-00668-CV in the Court of Appeals for the Third District of Texas at Austin.*
 - 3. John Hatchett, Sandra Hatchett and JPH Capital, LLP v. West Travis County Public Utility Agency, Civil Action No. 1:19-CV-00260 in the United States District Court for the Western District of Texas, Austin Division.*

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

VI. NEW BUSINESS

- A. Discuss, consider and take action on FY 2019 Audit by Maxwell, Locke and Ritter, LLP (J. Smith).**
- B. Discuss, consider and take action on update to Employee Personnel Policies (J. Riechers), including:**
 - 1. Emergency Leave Policy;**
 - 2. Telecommuting Policy.**


- C. Discuss, consider and take action on Notice of Default from Masonwood HP, Ltd. regarding Agreement for Nonstandard Service for the Provence Subdivision (Phase 1).
*(This item may be taken into Executive Session under the consultation with attorney exception).***
- D. Discuss, consider and take action on a request for transfer of mitigation bank credits from the LCRA (D. Walden).**
- E. Discuss, consider and take action on options related to early retirement or refinancing of \$19,730,000 Series 2015 outstanding bonds (J. Smith).**
- F. Discuss, consider and take action regarding a proposal from Murfee Engineering Company, Inc. for engineering services for the Southwest Parkway Pump Station Ground Storage Tank No. 2 CIP Project, \$145,480 (D. Lozano)**
- G. Discuss, consider and take action regarding a proposal from Murfee Engineering Company, Inc. for engineering services for the West Bee Cave 1280 Pump Station Expansion CIP Project, \$82,200 (D. Lozano)**
- H. Discuss, consider and take action regarding a proposal from Murfee Engineering Company, Inc. for engineering services for the County Line 1420 Pump Station Expansion CIP Project, \$92,090 (D. Lozano)**
- I. Discuss, consider and take action regarding a request for budget amendment for the Southwest Parkway Pump Station Expansion CIP Project, \$80,020 (D. Lozano)**
- J. Discuss, consider and take action regarding suspension of customer disconnects and late fees during the COVID-19 pandemic emergency.**

VII. STAFF REPORTS

- A. General Manager's Report (J. Riechers).**
- B. Controller's Report (J. Smith), including:
 - 1. Portfolio Status Review (Adnan Virani).****
- C. Engineer's Report (D. Lozano) including:
 - 1. Capital Improvements Plan Update.****
- D. Operations Report**

VIII. ADJOURNMENT

Dated: March 20, 2020



Jennifer Riechers
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 Jennifer Riechers, General Manager at (512) 263-0100 for information.