

**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 1:00 p.m. on Thursday, September 17, 2020 at Bee Cave City Hall, 4000 Galleria Parkway, Bee Cave, Texas **with limited attendance and 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.

**In person attendance will be limited to 30 chairs. Face masks will be required pursuant to Travis County Order 2020-16. Temperature checks may be required upon entering the meeting room. In lieu of attending the meeting in person, members of the public may listen to and participate in the meeting via conference call. To participate in the meeting, please dial toll-free 877-309-2073, and enter access code 354-665-165 when prompted or access online at <https://global.gotomeeting.com/join/354665165>.**

**If you sign up to speak, to minimize sound distortion for other listeners, we request that you use the provided phone number for the audio portion of the meeting. Alternately, if using your computer’s microphone, please utilize headphones or turn off your speaker while you are speaking.**

**All speakers must send a written request to [jriechers@wtcpua.org](mailto:jriechers@wtcpua.org) 2 hours in advance of the meeting (September 17th by 11:00 A.M.) If you wish to speak during the meeting, please provide your **name, phone number, and the agenda item(s) you wish to comment on.****

Members of the public who wish to submit their written comments on a listed agenda item can submit their comments by emailing [jriechers@wtcpua.org](mailto:jriechers@wtcpua.org). Comments must be received by 11:00 A.M. on September 17, 2020.

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. 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 August 20, 2020 regular Board Meeting.**
- B. Approve payment of invoices.**
- C. Approve Contractor Pay Requests including:**
  - 1. Cash Construction Company, Inc., Pay Application No. 10, \$95,049.00, Raw Water Line No. 2 CIP Project**
  - 2. DN Tanks, Pay Application No. 1, \$131,549.07, Southwest Parkway GST 1**
- D. Approve Utility Conveyance Agreements to convey facilities to WTCPUA from the following:**
  - 1. Bee Cave Self Storage**
- E. Consider Service Availability Letter (SAL) for:**
  - 1. Cueva 71, 185 Water and 160 Wastewater LUEs, Hwy. 71 System as amended to include irrigation.**
- F. Consider Non-Standard Service Agreements (NSSA) for:**
  - 1. Cueva 71, 185 Water and 160 Wastewater LUEs, Hwy. 71 System as amended to include irrigation.**
- G. Approve annual review of the Investment Policy.**
- H. Approve edits to the Memorandum of Understanding with City of Bee Cave for Condemnation Authority.**
- I. Approve total reimbursable costs for Highpointe Phase 1, Section 3B in the amount of \$210,991 plus interest as determined by the Agreed Upon Procedures Report of Reimbursable Costs prepared by Maxwell, Locke & Ritter.**
- J. Approve Consent to Assignment for Sawyer Ranch Lot 1 from 290 Sawyer Ranch DS, LLC to Falconhead Offices, LLC**
- K. Approve Reclaimed Water Use Agreement between the WTCPUA and CCNG Golf, LLC.**

## **V. OLD BUSINESS**

### **A. Discuss, consider and take action regarding pending litigation, settlement offers, and agreement for settlement of litigation, relating to the following: (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.*
4. *Masonwood HP, Ltd v. West Travis County Public Utility Agency, in the 345<sup>th</sup> Judicial District Court, Travis County, Texas; Cause No. D-1-GN-20-002238.*
5. *Weekley Homes LLP v. West Travis County Public Utility Agency, in the 200<sup>th</sup> Judicial District Court, Travis County, Texas; Cause No. D-1-GN-20-002291.*  
*(These items under V.A may be taken into Executive Session under the consultation with attorney exception).*

### **B. Discuss, consider and take action on SER request from Masonwood Development for Provence, Phase 2 on Hamilton Pool Road, 1,137 Water LUEs. .**

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

## **VI. NEW BUSINESS**

### **A. Discuss, consider and take action on proposal from Headwaters MUD for amendment to wholesale water contract (J. Riechers).**

### **B. Discuss, consider and take action on reinstatement of late fees and disconnects (J. Riechers).**

### **C. Discuss, consider and take action on Pretreatment Surcharge program (J. Riechers).**

### **D. Discuss, consider and take action on FY 2021 budget (J. Smith).** *(This item may be taken into Executive Session under personnel matters exception).*


- E. Discuss, consider and take action on award of bid for Lift Station #9 Rehab project (D. Lozano).**
- F. Discuss, consider and take action on Letter of Intent from Lakeway MUD related to TC MUD 12 wholesale contract.**  
*(This item may be taken into Executive Session under the consultation with attorney exception).*
- G. Discuss, consider and take action on a request from Murfee Engineering Company to amend the budget for the Sawyer Ranch 1340 Conversion Water Line CIP Project (D. Lozano).**
- H. Discuss, consider and take action on a request from Murfee Engineering Company to amend the budget for the Bohls WWTP Expansion CIP Project (D. Lozano).**
- I. Discuss, consider and take action on a proposal from Murfee Engineering Company to provide engineering services for the Uplands Water Treatment Plant Expansion CIP Project (D. Lozano).**

**VII. STAFF REPORTS**

- A. General Manager’s Report (J. Riechers).**
- B. Controller’s Report (J. Smith).**
- C. Operations Report (E. Morgan).**
- D. Engineer’s Report (D. Lozano) including:**
  - 1. Capital Improvements Plan Update**
  - 2. Uplands WTP Solids Management Master Plan**

**VIII. ADJOURNMENT**

Dated: September 11, 2020

  
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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.