

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

October 21, 2021

Present:

Jack Creveling, Vice President
Walt Smith, Secretary
Jason Bethke, Director
Clint Garza, Director

Staff and Consultants:

Jennifer Riechers, Agency General Manager
Jennifer Smith, Agency Controller
Eric Morgan, Agency Operations Manager
Stefanie Albright (Lloyd Gosselink Rochelle & Townsend, P.C.), Agency General Counsel
David Klein (Lloyd Gosselink Rochelle & Townsend, P.C.), Agency General Counsel
George Murfee (Murfee Engineering Company, Inc.), District Engineer
Jason Baze (Murfee Engineering Company, Inc.), District Engineer

I. CALL TO ORDER

Director Creveling called the meeting to order at 1:03 p.m.

II. ESTABLISH QUORUM

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

III. PUBLIC COMMENT

No public comment was received.

IV. CONSENT AGENDA

- A. Approve minutes of September 16, 2021 regular Board Meeting.**
- B. Approve payment of invoices and other bookkeeping matters including:**
 - 1. Quarterly Investment Policy**
- C. Approve Contractor Pay Requests including**
 - 1. Payton Construction, Pay Application 8, \$141,890.41, County Line 1308 Pump Station 1340 Conversion;**

2. DN Tanks, Inc., Pay Application 14, \$303,108.52, Southwest Parkway Ground Storage Tank 2.
- D. Approve Service Availability Letter for:
1. Wild Ridge
- E. Approve Amended Drought Contingency Plan.
- F. Approve Budget Amendments for Murfee Engineering Company projects related to:
1. Sodium Permanganate Chemical Feed Relocation, \$43,000;
 2. Impact Fee Analysis, \$36,000;
 3. 1240 Transmission Main Easement Acquisition and Design, \$213,000;
 4. 1080 Transmission Main Easement Acquisition and Design, \$368,000.
- G. Approve Application and Resolution to Texas SmartBuy Membership Program.
- H. Approve proposal for Pump #4 VFD PM, Toshiba, \$64,147.
- I. Approve Order Declaring Equipment as Surplus Property and Authorizing the Sale of Such Equipment (Fleet Vehicles).

MOTION: A motion was made by Director Smith to approve the consent agenda, provided as Exhibits A-I. The motion was seconded by Director Bethke.

The vote was taken with the following result:

Voting Aye: Directors Creveling, Smith, Garza, and Bethke
 Voting Nay: None
 Abstained: None
 Absent: Director Roberts

V. OLD BUSINESS

- A. Discuss, consider and take action regarding pending litigation, relating to the following:
1. **Weekley Homes LLP v. West Travis County Public Utility Agency, in the 200th Judicial District Court, Travis County, Texas; Cause No. D-1-GN-20-002291.**

Ms. Albright stated that this case is still pending in the Third Court of Appeals and no action is currently needed from the Board.

VI. NEW BUSINESS

A. Discuss, consider and take action on Professional Services Agreement and Proposal from Malone Wheeler, Inc. for Effluent Management Plan.

Ms. Riechers presented this item, provided as Exhibit J stating that the contract is consistent with those of other engineering consultants.

Director Garza asked about the management of consultants, and Ms. Riechers stated that the contract is with the PUA directly and all parties would continue working with Murfee Engineering.

MOTION: A motion was made by Director Garza to approve the Professional Service Agreement with Malone Wheeler, Inc. and Proposal for an Effluent Management Plan, provided as Exhibit J. The motion was seconded by Director Bethke.

The vote was taken with the following result:

Voting Aye: Directors Creveling, Smith, Garza, and Bethke
Voting Nay: None
Abstained: None
Absent: Director Roberts

B. Discuss, consider and take action on proposal from Murfee Engineering for 5 MGD Uplands WTP Expansion.

Mr. Murfee presented this item, provided as Exhibit K. He stated that out of the preliminary engineering a design option has been selected to move forward. Currently they are putting together the site plan information, and this proposal takes the project through permitting, which should take approximately one (1) year. Mr. Murfee stated that they have already begun discussions with Pall regarding membrane treatment options.

MOTION: A motion was made by Director Creveling to approve the proposal from Murfee Engineering for 5 MGD Uplands WTP Expansion in the amount of \$811,910, provided as Exhibit K. The motion was seconded by Director Smith.

The vote was taken with the following result:

Voting Aye: Directors Creveling, Smith, Garza, and Bethke
Voting Nay: None
Abstained: None
Absent: Director Roberts

C. Discuss, consider and take action on proposal from Murfee Engineering for Trautwein Rd. Water Main Relocation Project.

Mr. Murfee presented this item, provided as Exhibit L. He stated that this waterline needs to be moved due to a Hays County road project. Director Smith stated that this is a needed Hays County project that unfortunately impacts several utilities.

MOTION: A motion was made by Director Smith to approve the proposal for the Trautwein Road Waterline Relocation Project in the amount of \$45,700, provided as Exhibit L. The motion was seconded by Director Creveling.

The vote was taken with the following result:

Voting Aye: Directors Creveling, Smith, Garza, and Bethke
Voting Nay: None
Abstained: None
Absent: Director Roberts

D. Discuss, consider and take action on Interlocal Agreement for Water and Wastewater Facilities Related to Backyard Public Improvement District.

Ms. Albright presented this item, provided as Exhibit M. She stated that this agreement related to the Backyard project and details that the facilities will be bonded by the City as well as the relationship between the City as a Participating Entity and the PUA regarding ownership of the facilities.

MOTION: A motion was made by Director Garza to approve the Interlocal Agreement for Water and Wastewater Facilities Related to Backyard Public Improvement District, provided as Exhibits M. The motion was seconded by Director Creveling.

The vote was taken with the following result:

Voting Aye: Directors Creveling, Smith, Garza, and Bethke
Voting Nay: None
Abstained: None
Absent: Director Roberts

E. Discuss, consider, and take action regarding current and future wholesale water service, including wholesale contracts, capacity allocations, and flow limitations.

This item was deferred until the full Board is present.

F. Discuss, consider, and take action regarding potential amendment to Service and Development Policies to except developments not impacting the Edwards Aquifer from alternative water quality requirements.

Director Garza stated that he would like to defer this item with the intent to take action when it the item is next considered.

G. Discuss, consider and take action on December board meeting schedule.

Ms. Riechers proposed that the December meeting be skipped due to an early third Thursday and conflicts with holiday scheduling.

MOTION: A motion was made by Director Garza to cancel the December regular Board meeting. The motion was seconded by Director Creveling.

The vote was taken with the following result:

Voting Aye: Directors Creveling, Smith, Garza, and Bethke
Voting Nay: None
Abstained: None
Absent: Director Roberts

VII. STAFF REPORTS

A. General Manager's Report.

Ms. Riechers presented this item, provided as Exhibit N.

B. Controller's Report.

Ms. Smith presented this item, provided as Exhibit O. She stated at year end there was a \$2.4 million positive variance that may change slightly with year-end adjustments.

C. Operations Report.

Mr. Morgan presented, provided as Exhibit P. He stated that Raw Waterline 2 is online and the second Southwest Parkway ground storage tank is online.

D. Engineer's Report including:

1. Capital Improvements Plan Update

Mr. Murfee presented, provided as Exhibit P. Director Smith asked if additional storage was needed due to new projects. Mr. Murfee talked about the future projects on Highway 290. Discussion ensued regarding future projects and potential capacity.

VIII. ADJOURNMENT

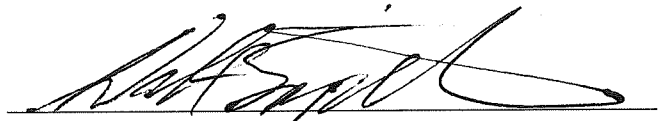
MOTION: A motion was made by Director Smith to adjourn the meeting. The motion was seconded by Director Creveling.

The vote was taken with the following result:

Voting Aye: Directors Creveling, Smith, Garza, and Bethke
Voting Nay: None
Abstained: None
Absent: Director Roberts

The meeting adjourned at 1:16 p.m.

Dated: November 18, 2021.



Walt Smith, Secretary
Board of Directors