

**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, May 21, 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 877-568-4106, and enter access code 551-523-589 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 March 25, 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. 5, \$679,432.50 Raw Water Line No. 2 CIP Project**
 - 2. Cash Construction Company, Inc., Pay Application No. 6, \$409,590.00 Raw Water Line No. 2 CIP Project**

3. **DN Tanks, Inc., Pay Application No. 7, \$58,763.68 West Bee Cave Pump Station GST No. 2 CIP Project**
- D. **Approve Contractor Change Orders including:**
 1. **Cash Construction Company, Inc., Change Order No. 1, \$377,401.00 Raw Water Line No. 2 CIP Project**
- E. **Approve replacement of 100 HP pump at Lift Station 14 from Pump Solutions, Inc. for \$41,532.00.**
- F. **Approve replacement of Unit #3 Effluent Actuators 1-4, from Valve Direction for \$37,676.00.**
- G. **Approve purchase of Hydro Vac for line maintenance department from EKA for \$53,628.77.**
- H. **Approve purchase of $\frac{3}{4}$ ton service truck for Electro Mechanical Department from Caldwell Country for \$36,745.00.**
- I. **Approve 30% reimbursable costs for The East Village and the Golf Villas to CCNG Development Company, L.P. in the amount of \$389,774.00.**
- J. **Approve Developer Reimbursement in the amount of \$159,903 to Taylor Morrison for Phase IV of Sawyer Ranch Road Pipeline.**
- K. **Approve Developer Reimbursement in the amount of \$259,966 to International Bank of Commerce on behalf of HM High Pointe Development, Inc. for High Pointe Phase I, Sect 3A.**
- L. **Approve Quarterly Investment Report for period ending March 31, 2020.**

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.*

4. *Masonwood HP, Ltd v. West Travis County Public Utility Agency, in the 345th 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 200th 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 update to Employee Personnel Policies (J. Riechers).**

VI. NEW BUSINESS


- A. Discuss, consider and take action on waiver of Pretreatment Surcharges during the COVID-19 pandemic (J. Riechers).**
- B. Discuss, consider and take action on proposal for One Time Billing Adjustment policy (J. Riechers).**
- C. Discuss, consider and take action on extension of waiver of late fees and disconnects on customer accounts (J. Riechers).**
- D. Discuss, consider and take action on proposal for cleaning of Raw Water Intake Wet Well #2 from US Underwater Services, NTE \$35,000.00.**
- E. Discuss, consider and take action on amendment to Professional Services Agreement with The Bridge Group (J. Riechers).**
- F. Discuss, consider and take action on proposal from The Backyard to design and build 24” transmission line within easement of The Backyard property (D. Lozano).**
- G. Discuss, consider and take action on a Recommendation of Award for the Southwest Parkway Ground Storage Tank CIP Project, DN Tanks, \$3,242,374.40 (D. Lozano).**
- H. Discuss, consider and take action on a proposal from Murfee Engineering Company for the Lake Pointe WWTP Influent Lift Station Rehabilitation Project, \$42,640.00**
- I. Discuss, consider and take action on a recommendation for the Lime Kiln Creek WW Interceptor CIP Project.**
- J. Discuss, consider and take action on setting date for budget workshop in July.**

VII. STAFF REPORTS

- A. General Manager’s Report (J. Riechers).**
- B. Controller’s Report (J. Smith), including:**
- C. Engineer’s Report (D. Lozano) including:**
 - 1. Capital Improvements Plan Update.**
- D. Operations Report**
- E. Customer Service Report**

VIII. ADJOURNMENT

Dated: May 15, 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.