

**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 2:00 p.m. on Thursday, February 25, 2021 at Bee Cave City Hall, 4000 Galleria Parkway, Bee Cave, Texas **with limited attendance and via remote access** 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, as extended.

**In person attendance will be limited. 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 or video conference. To participate in the meeting, please dial toll-free 888 788 0099 and enter Meeting ID 930 7516 4528 Passcode 903511 when prompted or access online at <https://zoom.us/j/93075164528?pwd=ekphSUISTG9LbGFZbkt2K3ZFbVZuUT09> Meeting ID: 930 7516 4528 Passcode: 903511**

**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 (February 25th 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 February 25, 2021.

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 January 21, 2021 regular Board Meeting.**
- B. Approve payment of invoices.**
- C. Approve Contractor Pay Requests including:**
  - 1. DN Tanks, Inc., Pay Application No. 6, \$62,597.40 Southwest Parkway GST1 CIP Project.**
  - 2. Austin Engineering Company, Inc., Pay Application No. 1, \$144,946.25, Lift Station 9 Rehab.**
- D. Approve Non Standard Service Agreement for:**
  - 1. Dripping Springs Independent School District, 290 System, 117 Water LUEs.**

**V. OLD BUSINESS**

- A. Discuss, consider and take action regarding pending litigation, relating to the following: (S. Albright/D. Klein):**
  - 1. 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. (This item under V.A may be taken into Executive Session under the consultation with attorney exception).*
- B. Discuss, consider and take action on approval of amended Non Standard Service Agreement for 17507 Hamilton Pool Road.**  
*(This item may be taken into Executive Session under the consultation with attorney exception).*

**VI. NEW BUSINESS**

- A. Discuss, consider and take action regarding planning for growth in the water system and implementation of tools to manage water capacity.**  
*(This item may be taken into Executive Session under the consultation with attorney exception).*

- B. Discuss, consider and take action regarding administrative activities and costs to implement PUA policies, including policies relating to management of water capacity.**  
*(This item may be taken into Executive Session under the consultation with attorney exception).*
- C. Discuss, consider and take action regarding 87<sup>th</sup> Regular Session of the Texas Legislature.**  
*(This item may be taken into Executive Session under the consultation with attorney exception).*
- D. Discuss, consider and take action on proposal from Halff Associates, Inc. for subsurface utility engineering on Fitzhugh Road (J. Riechers).**
- E. Discuss, consider and take action on amendment to Service and Development Policies regarding General Manager approval of Service Availability Letters and Non Standard Service Agreements (S. Albright).**
- F. Discuss, consider and take action on reimbursement agreement between WTCPUA and JPD Backyard Finance, LLC for 24” Water Transmission Line (J. Riechers).**
- G. Discuss, consider and take action on reimbursement agreement between WTCPUA and Dripping Springs Independent School District related to oversizing of water line on Darden Hill Road (T. Altamirano).**
- H. Discuss, consider and take action of Change Order, \$30,086.86, from Liberty Civil Construction, LLC for Darden Hill Road water line oversize (T. Altamirano).**
- I. Discuss, consider and take action on proposal from Nelisa Heddin Consulting for the performance of cost of service and rate design study (J. Riechers).**
- J. Discuss, consider and take action on engagement letter from Nelisa Heddin Consulting for 2021 Impact Fee Study (J. Riechers).**
- K. Discuss, consider and take action on Water Treatment Plant expansion (G. Murfee).**  
*(This item may be taken into Executive Session under the consultation with attorney and real property exception).*
- L. Discuss, consider and take action on proposal from Murfee Engineering Company for engineering services related to the Darden Hill Road Water Line Relocation, \$45,000 (G. Murfee).**

- M. Discuss, consider and take action on approval of Service Availability Letter and Non Standard Service Agreement for Preservation Ranch, 71 System/HPR, 33 Water LUEs.**  
*(This item may be taken into Executive Session under the consultation with attorney exception).*
- N. Discuss, consider and take action on completion of Raw Water Line No. 2 outstanding items.**  
*(This item may be taken into Executive Session under the consultation with attorney exception).*
- O. Discuss, consider and take action on scheduling of CIP Planning Workshop.**

**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 (G. Murfee) including:**
  - 1. Capital Improvements Plan Update**

**VIII. ADJOURNMENT**

Dated: February 19, 2021

*Jennifer Riechers*  
 \_\_\_\_\_  
 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.