

**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, February 15, 2018 at City of Bee Cave City Hall, 4000 Galleria Parkway, Bee Cave, Texas. 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 complete the citizens’ communication form provided at the entrance to the meeting room so they may be recognized to speak. 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 (R. Pugh)**
  - A. Approve minutes of January 18, 2018 regular Board Meeting.**
  - B. Approve payment of outstanding invoices and other related bookkeeping matters.**
  - C. Approve Service Extension Requests (SERs) including location map for:  
1. Beerburg Brewery, 11 water LUEs, 290 System.**
  - D. Approve developer reimbursement for Bee Cave Oaks Development,  
\$27,893.**
  - E. Approve 30% developer reimbursement for CCNG, Spanish Oaks Section  
VIII, \$581,021.37.**

- F. Ratify Reclaimed Water Use Agreement with St. Croix Capital Advisors, LLC for Gateway to Falconhead.**
- G. Authorize General Manager to approve assignment of reimbursement rights from CCNG Development, Inc. to Comerica Bank.**
- H. Approve Second Amendment to Non-Standard Service Agreement for extension of time for the Park at Bee Cave.**
- I. Approve purchase of operations truck with capacity to tow trailer with mini-excavator or backhoe, 2018 Ford F350 4 x 2 Supercab, from BuyBoard vendor Caldwell Country, \$36,825.**
- J. Approve Professional Services Agreement with Murfee Engineering Co., Inc. for CIP Project: 1240 Conversion at the County Line Pump Station, \$5,120, including location map, 290 system.**
- K. Approve award of construction contract for CIP Project for 1340 Transmission Main to S.J. Louis of Texas, Ltd. for \$2,313,549.42, including location map, 290 System.**

**V. STAFF REPORTS**

- A. General Manager's Report (R. Pugh).**
- B. Controller's Report (J. Smith).**
- C. Engineer's Report (D. Lozano/J. Coker) including:**
  - 1. Capital Improvements Plan Update.**
  - 2. Impact Fee Study Update.**
- D. Operations Report (T. Cantu)**

**VI. OLD BUSINESS**

- A. Discuss, consider and take action regarding pending and/or anticipated litigation, including:**
  - 1. Travis County Municipal Utility District No. 12 v. West Travis County Public Utility Agency; in the 201st Judicial District Court, Travis County, Texas; Cause No. D-1-GN-16-002274 (D. Klein).*
  - 2. William R. Holms v. West Travis County Public Utility Agency; in Travis County Court of Law #2; C-1-CV-17-003601 (S. Albright).*

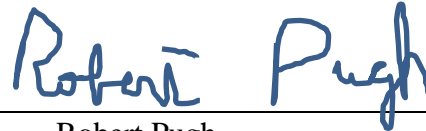
*(These items under VI.A may be taken into Executive Session under the consultation with attorney exception).*

**VII. NEW BUSINESS**

- A. Discuss, consider and take action on Amendment to Purchasing Policy for recurring purchases and related matters (J. Smith).**
- B. Discuss, consider and take action on aged meter replacement policy including replacement plan for manual read meters (R. Pugh/T Cantu).**
- C. Discuss, consider and take action on amendments to WTCPUA Service and Development Policies (D. Lozano/R. Pugh).**  
*(This item may be taken into Executive Session under the consultation with attorney exception).*

**VIII. ADJOURNMENT**

Dated: February 9, 2018



---

Robert Pugh  
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 Robert Pugh, General Manager at (512) 263-0100 for information.

## **IV. CONSENT AGENDA**

# **ITEM A**

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

January 18, 2018

**Present:**

Scott Roberts, President  
Fred Goff, Vice President  
Ray Whisenant, Secretary  
Bill Goodwin, Assistant Secretary  
Don Walden, Assistant Secretary

**Staff and Consultants:**

Robert Pugh, General Manager  
Jennifer Riechers, Program Manager  
Jennifer Smith, Agency Controller  
Keli Kirkley, Agency Accountant  
Stefanie Albright, (Lloyd Gosselink Rochelle & Townsend, P.C.), Agency General Counsel  
David Klein, (Lloyd Gosselink Rochelle & Townsend, P.C.), Agency General Counsel  
Garry Kimball (Specialized Public Finance), Agency Financial Advisor  
Dennis Lozano (Murfee Engineering Company, Inc.), Engineer Consultant  
Judith Coker, Agency Engineer  
Trey Cantu, Agency Operations Manager

**I. CALL TO ORDER**

Director Roberts called the meeting to order at 10:00 a.m.

**II. ESTABLISH QUORUM**

A quorum was established. Also present were the above-referenced staff and consultants.

**III. PUBLIC COMMENT**

No public comments were received.

**IV. CONSENT AGENDA**

**A. Approve minutes of December 18, 2017 regular Board Meeting.**

- B. Approve payment of outstanding invoices and other related bookkeeping matters.**

Director Walden clarified that of the \$47,000 check for Lloyd Gosselink, \$13,000 is for SER review.

- C. Approve Contractor Pay Requests including:**

- 1. Raw Water Intake Expansion & Rehabilitation Project, Payton Construction, Inc., \$25,926.00.**

- D. Approve Service Extension Requests (SERs) including location maps for:**

- 1. Anthem at Ledgestone Apartments, 67 Water LUEs, 290 System.**

- E. Approve 70% developer reimbursement for Highpointe Section 5.3, \$438,600.04.**

- F. Authorize General Manager up to \$200,000 to expedite purchase and replacement of two pressure control valves for Raw Water Pump Nos. 4 and 5.**

Director Goff asked if this item was already budgeted for and stated that the wording wasn't clear. Mr. Cantu stated that this item needs to be expedited due to necessary replacements and lead time in ordering and it is a budgeted item.

**MOTION:** A motion was made by Director Roberts to approve F of the Consent Agenda, provided as Exhibit A. The motion was seconded by Director Whisenant.

The vote was taken with the following result:

Voting Aye: Directors Roberts, Whisenant, Goodwin, Goff and Walden  
Voting Nay: None  
Absent: None

- G. Approve Consent to Assignment of the Wholesale Water Service Agreement with Deer Creek Ranch Water Co., LLC to SJWTX, Inc.**

Director Goodwin asked if this was a true purchase and transfer or a name change, to which Ms. Albright stated that this is a new company purchasing the system. The Board discussed the payment history of Deer Creek and asked PUA staff to convey to SJWTX the concern that the customer's account be current through the process of approval at the PUC.

**MOTION:** A motion was made by Director Roberts to approve, item G of the Consent Agenda, provided as Exhibit B. The motion was seconded by Director Goodwin.

The vote was taken with the following result:

Voting Aye: Directors Roberts, Whisenant, Goodwin, Goff and Walden  
Voting Nay: None  
Absent: None

Item IV E was pulled and will not be considered.

**MOTION:** A motion was made by Director Roberts to approve items A,B,C, and D of the Consent Agenda, provided as **Exhibits C-F**. The motion was seconded by Director Goodwin.

The vote was taken with the following result:

Voting Aye: Directors Roberts, Whisenant, Goodwin, Goff and Walden  
Voting Nay: None  
Absent: None

## **V. STAFF REPORTS**

### **A. General Manager's Report.**

Mr. Pugh presented on this item, provided as **Exhibit G**. He stated that the TLAP amendment was filed with TCEQ on December 15, 2017.

Mr. Pugh stated that a tank painting program is in place, and one of the ground storage tanks was found with deterioration and will need to be demolished. He stated that Mr. Lozano had been consulted to include this as a component of the Capital Improvements Plan (CIP). Discussion ensued regarding maintenance of the tanks, and Mr. Lozano stated that the tank at issue had some direct plumbing of the supply line planned, but it's not clear if that was actually done. He stated that the maintenance was deferred for some time, including with the previous operator.

Director Walden asked for an elaboration relating to the manhole repair program, to which Mr. Pugh stated that several manholes in Lake Pointe seem to be deteriorating. CP&Y has determined that structural repair is needed for several manholes, and that currently they are looking at a structural liner to minimize cost and disturbance. He stated this process is set to begin in the summer.

Director Goodwin confirmed that the LCRA is considering increasing firm water rates, and asked whether LCRA had given any indication of whether the available water supply was being sold quickly. He asked Mr. Pugh to inquire on this issue at the next meeting with LCRA as the PUA will likely need to purchase more water in the future.

Director Goodwin stated that the PUA receives a lot of high volume complaints and that he does look into some of these complaints. He stated that there had been issues retrieving data logs for some customers, and he had worked with Mr. Pugh and Ms. Riechers to contact local utilities as



to whether they had similar issues. Director Goodwin stated that Lakeway MUD has meters that are all less than 5 years old, whereas the PUA has up to 15-year old meters and the data log retrieval may be an issue with battery power. He stated that Mr. Pugh is putting together a plan to address this issue. Director Goff stated that the meters in his neighborhood are in manholes and it is not always practical for the customer to read the meters.

Mr. Pugh stated that staff is looking at the potential for new office space to incorporate both the Administrative office with the Customer Service office. Director Whisenant stated that the PUA may also want to look into the option of ownership of facilities. Director Roberts asked if any locations had been looked at in Hays County to which Mr. Pugh answered that they had not. Mr. Pugh stated that the leasing price is approximately \$20-\$26 per square foot in Bee Cave. He confirmed that he would be looking for direction from the Board in the coming months, and that approximately 5,000 square feet would be needed, with parking considerations for both staff and for customers.

## **B. Controller's Report.**

Ms. Smith presented this item, provided as **Exhibit H**, stating that the PUA is on-track with revenue. She stated that there are some items paid early, but all were expected and budgeted expenses.

## **C. Engineer's Report.**

### **1. Capital Improvements Plan Update.**

The engineer's report was provided as **Exhibit I**. Mr. Lozano gave an update on the permitting process for the Southwest Parkway Pump Station expansion project.

Director Whisenant asked if the ground storage tank can't be built, what other option would be possible? Mr. Lozano stated that this ground storage needs to be built to provide reliable capacity. He stated that if Chapter 245 status was denied by the City of Austin, the PUA will have to go through the full permitting process with the City that may involve more political issues. Director Walden stated that if they get to that process the PUA may want to look for legal assistance.

Director Goff asked for an update regarding Raw Waterline No. 2. Mr. Lozano stated that the clearing won't be able to happen in February before the nesting season as the PUA still needs to get a site development permit from the City of Bee Cave. He stated that there is anticipation of an October 1 construction start date when the warbler nesting season is closed.

Director Goodwin asked about the intermingling of the Backyard and Terrace review, and Ms. Coker stated that those plans had been submitted together. Director Goodwin asked that these be considered as two independent projects as this is how Bee Cave is looking at these projects.

## **D. Operations Report.**

This report was provided by Mr. Cantu, and provided as **Exhibit J**.

Mr. Cantu stated that the effluent ponds had reached a 75% level and that the golf courses would be notified. He stated that the golf courses had been very cooperative with these requests.

## **VI. OLD BUSINESS**

At 11:06 a.m., Director Roberts announced that the Board would convene in executive session to consult with its attorney under Texas Government Code 551.071 regarding Item VI.A.

At 11:33 a.m., Director Roberts announced that the Board would convene in open session and that no action had been taken in executive session.

### **A. Discuss, consider and take action regarding pending and/or anticipated litigation, including:**

- 1. *Travis County Municipal Utility District No. 12 v. West Travis County Public Utility Agency; in the 201st Judicial District Court, Travis County, Texas; Cause No. D-1-GN-16-002274.***

This item was discussed in executive session.

- 2. *William R. Holms v. West Travis County Public Utility Agency; in Travis County Court of Law #2; C-1-CV-17-003601.***

This item was discussed in executive session.

### **B. Discuss, consider and take action regarding the Series 2013 Bonds refinancing and related matters.**

Mr. Kimball presented a summary of the refunding bond issuance and stated that the deal had already closed. He reminded the Board that federal tax legislation would close the window for advanced refunding bonds, and the Board quickly authorized the consultants to proceed with the refunding if it fell within certain parameters. He stated that Standard & Poor gave the PUA an upgraded rating and a positive outlook which will bode well for future issuances. Mr. Kimball stated that when the bonds went to market there was a lot of issuances, but as an A offering with a higher return, the PUA issuance was more than ten times oversold with \$1.5 billion in orders. Originally the savings was estimated at \$9.25 million in debt service reduction, when \$17.4 million was actually realized, with over \$600,000 per year in savings seen over a 30-year period.

Director Roberts thanked staff and Mr. Kimball for the work on this issuance.

### **C. Discuss, consider and take action on easement for John Carrell Property for 1340 Transmission Main Project.**

Mr. Klein presented on this item stating that there has been some progress and a line of communication opened, but no action is needed.

## VII. NEW BUSINESS

### A. Discuss, consider and take action regarding amendment to PUA water service policy to include additional water service area (CCN) to serve the Preserve at Oak Hill.

Mr. Klein stated that there is a proposal, provided as Exhibit K, to slightly expand the service area of the PUA. He stated that the tract at issue is in both the City of Austin and PUA CCN, and the City has agreed to transfer the CCN to the PUA. However, this portion of the land to be transferred is outside of the PUA's designated service area. He stated that the amendment requested is that the water service area include the PUA's CCN, as amended.

Director Goodwin asked if it's necessary to amend the CCN. Mr. Klein stated that this amendment is needed by law as the area at issue is in Austin's CCN, and the PUA can't serve in their CCN.

**MOTION:** A motion was made by Director Goodwin to approve the amendments to the PUA water service policy, provided as Exhibit K. The motion was seconded by Director Walden.

The vote was taken with the following result:

Voting Aye: Directors Roberts, Whisenant, Goodwin, Goff and Walden  
Voting Nay: None  
Absent: None

## VIII. ADJOURNMENT

**MOTION:** A motion was made by Director Whisenant to adjourn. The motion was seconded by Director Roberts.

The vote was taken with the following result:

Voting Aye: Directors Roberts, Whisenant, Goodwin, Goff and Walden  
Voting Nay: None  
Absent: None

The meeting adjourned at 11:33 a.m.

PASSED AND APPROVED this \_\_ day of February 2018.

---

Scott Roberts, President  
Board of Directors

ATTEST:

---

Ray Whisenant, Secretary/Treasurer  
Board of Directors

## **ITEM B**

# West Travis County PUA - GOF

## Cash Flow -Checking Account

As of February 15, 2018

---

<u>Num</u>	<u>Name</u>	<u>Memo</u>	<u>Amount</u>
<b>11110 · Cash in Bank</b>			
1988	Lloyd Gosselink Rochelle & Townsend, P.C.	Legal Fees	-15,665.68
1989	Lloyd Gosselink Rochelle & Townsend, P.C.	Legal Fees- SER	-529.00
Total 11110 · Cash in Bank			-16,194.68
<b>TOTAL</b>			<b>-16,194.68</b>

**West Travis County PUA- GOF**  
**Cash Flow Report- Manager's Account**  
**As of January 31,2018**

<b>Number</b>	<b>Name</b>	<b>Amount</b>
ACH	City of Austin 22455 82422	\$ (116.14)
ACH	City of Austin 39852 19450	\$ (294.83)
ACH	City of Austin 54002 73163	\$ (182.51)
15246	Frank Spillman	\$ (31,000.00)
15247	GSG PNG LAG, FLP	\$ (31,000.00)
15248	Joann Spillman	\$ (31,000.00)
22163239	360 ICT, LLC	\$ (513.00)
22152859	Ace Contractor Supply	\$ (1,020.94)
22162864	ACT Pipe & Supply	\$ (518.85)
22150897	Aqua-Tech Laboratories, Inc	\$ (4,235.45)
22146572	AT&T	\$ (2,182.55)
22145162	AVR Inc.	\$ (4,992.91)
15249	BB&T - Main Office 4972	\$ (1,058.19)
15250	BB&T - Pugh	\$ (529.68)
15251	BB&T - Smith	\$ (1,193.41)
15252	BB&T - Sarot	\$ (2,263.14)
15253	BB&T - Sifuentes	\$ (2,645.10)
15254	BB&T - Jeffrey	\$ (549.34)
15255	BB&T - Rendon	\$ (1,286.12)
15256	Void	\$ -
15257	BB&T - Bourland	\$ (298.54)
15258	BB&T - Schwabe	\$ (220.91)
15259	BB&T - Cantu	\$ (3,722.18)
15260	BB&T - Coker	\$ (48.36)
15261	BB&T - Strickland	\$ (339.38)
15262	BB&T - Harkrider	\$ (668.44)
22175895	Brenntag Southwest Inc.	\$ (5,626.98)
22171637	Cadwell Country Chevrolet	\$ (23,690.00)
22147743	Calabria Investments L.P.	\$ (4,833.40)
22148130	CBA Design and Build, INC	\$ (12.08)
22151679	ChemEquip	\$ (245.00)
22163519	Coachworks Car Wash	\$ (353.45)
22145756	Corey Garnett	\$ (18.45)
22184874	CP&Y	\$ (22,418.50)
22148186	Crocker Crane Rentals	\$ (437.50)
22142975	David Hanley	\$ (7.93)
22163715	Ferguson Enterprises, Inc.	\$ (161.73)
22150713	HarHos Bee Caves, LLC	\$ (3,498.27)
22176908	HarHos Bee Caves, LLC	\$ (5,906.98)
22160695	Hohmann's Automotive, Inc	\$ (211.62)
22181067	HydroPro Solutions, LLC	\$ (12,247.99)
22148815	Justin and Ann Jackson	\$ (52.59)
22151862	Kimberly & Kelly Carmichael	\$ (53.79)
22165577	McCoy's Building Supply	\$ (331.28)

**West Travis County PUA- GOF**  
**Cash Flow Report- Manager's Account**  
**As of January 31,2018**

22174265	Murfee Engineering Company Inc.	\$	(14,494.55)
22182290	Murfee Engineering Company Inc.	\$	(117,657.22)
22142462	Neltronics	\$	(405.00)
22160040	Office Depot	\$	(550.46)
22177602	Pedernales Elec Coop, Inc.	\$	(6,543.20)
22153678	Shannon Phillips	\$	(13.61)
22147368	Star Travis	\$	(80.56)
22156970	Texas Community Propane, Ltd	\$	(17.28)
22182956	The Bridge Group	\$	(29,400.00)
22141900	Time Warner 27088	\$	(130.66)
22163135	Time Warner 39409	\$	(102.78)
22162354	Time Warner 70172	\$	(239.99)
22139354	TMB Homes	\$	(4.05)
22147220	U.S. Underwater Services, LLC	\$	(3,875.00)
22159281	United Site Services of Texas, Inc.	\$	(84.68)
22151725	USIC Locating Services, LLC	\$	(2,758.00)
22155285	Vintage IT Services	\$	(544.50)
22176227	Wastewater Transport Services, LLC	\$	(5,643.75)
22162704	Z&H Construction LTD.	\$	(4.77)
22202132	Brenntag Southwest Inc.	\$	(12,617.50)
22216051	Bright Horizon	\$	(30,272.00)
22179327	Discount Tire	\$	(1,172.00)
22186658	Fluid Meter Service, Corp	\$	(575.00)
22173602	Joe Ciccarello	\$	(2,200.00)
22199107	PrimeSpec Construction LLC	\$	(27,817.90)
22207363	Wastewater Transport Services, LLC	\$	(64,842.50)
22228728	Aqua-Tech Laboratories, Inc	\$	(24,741.54)
22199348	Edgestone Automotive	\$	(714.35)
22198379	Guardian Industrial Supply LLC	\$	(257.46)
22201969	Mission Controls and Automation	\$	(810.02)
22215867	Republic Services Inc.	\$	(632.36)
22205959	Stratus Building Solutions	\$	(175.00)
22235761	Valve Direction LLC	\$	(12,578.00)
22226474	Grainger	\$	(209.00)
22228353	Hill Country Office Systems	\$	(1,117.72)
22233998	HydroPro Solutions, LLC	\$	(3,093.00)
22229748	Ice Works	\$	(137.50)
22242627	Rain For Rent	\$	(3,634.88)
22264537	Odessa Pumps & Equipment Inc,	\$	(2,084.50)
22298228	Brenntag Southwest Inc.	\$	(985.33)
22308909	D.A.D.'s Lawn Services, LLC	\$	(5,800.00)
22280692	Department of Information Resources	\$	(167.78)
22282779	Discount Tire	\$	(281.25)
22289099	Elliott Electric Supply, Inc	\$	(1,491.16)
22487526	Association Hill Country	\$	(3,311.02)



**West Travis County PUA- GOF**  
**Cash Flow Report- Manager's Account**  
**As of January 31,2018**

22489978	AT&T Mobility-CC	\$	(862.99)
22490588	AT&T Wireless	\$	(2,092.88)
22517644	AVR Inc.	\$	(7,239.38)
22496439	BB&T - Cantu	\$	(3,893.33)
22502060	BB&T - Jeffrey	\$	(835.77)
22492684	BB&T - Schwabe	\$	(538.51)
22493601	Buffington Homes	\$	(33.94)
22491947	Capitol Courier	\$	(385.22)
22496671	Carolyn Smith	\$	(72.28)
22531724	Cedar Park Overhead Doors	\$	(13,051.82)
22490097	Champion Power Products, Inc	\$	(3,987.00)
22496170	Champion Site Prep, Inc.	\$	(1,837.35)
22496858	City of Austin 04065 16047	\$	(100.04)
22522148	City of Austin 07107 11753	\$	(65,368.91)
22500967	City of Austin 39975 21324	\$	(228.09)
22522573	City of Austin 44118 09855	\$	(13,653.66)
22530335	City of Austin 71822 19829	\$	(9,463.52)
22499321	Core & Main LP	\$	(1,149.72)
22516013	D.A.D.'s Lawn Services, LLC	\$	(5,965.00)
22495920	Detection Instruments Corp.	\$	(3,582.26)
22507735	Discount Tire	\$	(85.50)
22496200	DNT Construction	\$	(894.74)
22506464	Drees Custom Homes	\$	(69.88)
22487077	Ernest and Krista Sementilli	\$	(74.09)
22488742	Evergreen Southwest	\$	(2,725.00)
22501593	Felisa Stroud-Garnett	\$	(8.93)
22487883	Ferguson Enterprises, Inc.	\$	(25.97)
22528781	Generator Field Services LLC	\$	(11,360.04)
22538454	Generator Field Services LLC	\$	(37,811.84)
22486807	Glenn Nolte	\$	(26.11)
22517604	GP Equipment Company	\$	(6,041.71)
22493622	Grainger	\$	(4,042.66)
22495204	Guardian Industrial Supply LLC	\$	(545.77)
22507529	Hach Company	\$	(3,216.20)
22494723	HarHos Bee Caves, LLC	\$	(61.38)
22500976	Ice Works	\$	(137.50)
22498171	Iventrust Property Mgmt	\$	(230.93)
22486046	Jimmy Evans Company	\$	(876.33)
22499582	Juri and Connie Randmaa	\$	(57.82)
22488762	Kenneth Fidje	\$	(63.67)
22490970	Kristin and Phillip McDuffe	\$	(80.49)
22500838	Lower Colorado River Authority	\$	(3,737.56)
22525247	Lower Colorado River Authority	\$	(80,919.77)
22492353	Marcelo's Sand & Loam	\$	(24.00)
22497217	Mark Groutas	\$	(21.80)

**West Travis County PUA- GOF**  
**Cash Flow Report- Manager's Account**  
**As of January 31,2018**

22499277	McCoy's Building Supply	\$	(332.70)
22505958	MHI McGuyer Homebuilders, Inc	\$	(20.51)
22501143	Michael and Deanne Rood	\$	(18.22)
22501376	Michael Cammareri	\$	(87.74)
22488595	Monty and Monica Prewit	\$	(578.34)
22531250	Murfee Engineering Company Inc.	\$	(30,089.30)
22506023	Neopost	\$	(150.00)
22499544	Office Depot	\$	(1,033.14)
22516915	Pedernales Elec Coop, Inc.	\$	(5,540.61)
22498608	Peter and Jeanette Guerrero	\$	(57.71)
22500727	Ready Refresh	\$	(109.73)
22496707	Robert Coons and Kimball Johnson	\$	(80.49)
22487853	Sawin Group	\$	(250.00)
EFT	SecrIT LLC	\$	(150.00)
22493827	Taylor Morrison of Texas, Inc	\$	(15.79)
22503836	Texas Excavation Safety System, Inc.	\$	(388.55)
22520031	The Wallace Group Inc	\$	(15,492.50)
22502616	Thomas and Marilyn Carlson	\$	(64.86)
22494752	Time Warner 65198	\$	(781.64)
22496774	Time Warner 70172	\$	(239.99)
22490476	TxTag	\$	(13.39)
22507151	USABlueBook	\$	(2,070.43)
22488230	Vintage IT Services	\$	(3,157.00)
22529267	Wastewater Transport Services, LLC	\$	(85,665.00)
22533781	Neopost	\$	(308.15)
22539045	Omni Site	\$	(276.00)
22557834	Brenntag Southwest Inc.	\$	(4,878.41)
22555267	Edgestone Automotive	\$	(4,009.18)
22583872	Brenntag Southwest Inc.	\$	(1,205.99)
22587300	Grainger	\$	(381.50)
22610401	HydroPro Solutions, LLC	\$	(15,465.00)
22573997	SAMCO Leak Detection Services, Inc.	\$	(1,500.00)
22643416	Brenntag Southwest Inc.	\$	(10,485.94)
22618235	J & K Utility Services	\$	(3,100.00)
22600988	Neltronics	\$	(1,187.50)
22641144	PSI-Pump Solutions,Inc	\$	(9,365.00)
22609216	Wastewater Transport Services, LLC	\$	(2,760.00)
15263	BB&T - Bourland	\$	(962.07)
15264	BB&T - Coker	\$	(772.06)
15265	BB&T - Harkrider	\$	(922.61)
15266	BB&T - Main Office 4972	\$	(786.87)
15267	BB&T - Pugh	\$	(1,246.16)
15268	BB&T - Rendon	\$	(759.19)
15269	BB&T - Sarot	\$	(2,725.60)
15270	BB&T - Sifuentes	\$	(1,245.75)

**West Travis County PUA- GOF**  
**Cash Flow Report- Manager's Account**  
**As of January 31,2018**

15271	BB&T - Smith	\$	(3,289.23)
15272	BB&T - Strickland	\$	(449.52)
22670261	AT&T	\$	(2,185.00)
22699163	AVR Inc.	\$	(7,146.81)
22665443	Calabria Investments L.P.	\$	(4,833.40)
22661604	City of Austin 22455 82422	\$	(130.16)
22661986	City of Austin 39852 19450	\$	(275.54)
22678585	City of Austin 54002 73163	\$	(226.40)
22662604	Coachworks Car Wash	\$	(542.79)
22697880	CP&Y	\$	(7,730.00)
22671368	DSHS Central Lab	\$	(415.40)
22675601	Ferguson Enterprises, Inc.	\$	(13.95)
22664828	Generator Field Services LLC	\$	(3,590.00)
22659566	Grainger	\$	(1,144.50)
22672615	HarHos Bee Caves, LLC	\$	(3,559.65)
22693886	HarHos Bee Caves, LLC	\$	(5,906.98)
22668807	Hohmann's Automotive, Inc	\$	(6.36)
22696914	HydroPro Solutions, LLC	\$	(11,342.16)
22661120	Julie Papp	\$	(77.84)
22670888	McCoy's Building Supply	\$	(312.11)
22670031	Murfee Engineering Company Inc.	\$	(1,750.00)
22664703	Neltronics	\$	(675.00)
22673724	Ready Refresh	\$	(20.00)
22676900	Stratus Building Solutions	\$	(175.00)
22667615	Texas Community Propane, Ltd	\$	(29.13)
22686455	The Wallace Group Inc	\$	(6,013.01)
22702676	TML MultiState Intergovernmental EBP	\$	(29,336.77)
22671704	TxTag	\$	(2.57)
22676802	USIC Locating Services, LLC	\$	(2,881.00)
22702310	Wastewater Transport Services, LLC	\$	(7,052.00)
22704222	Xylem Water Solutions U.S.A., Inc.	\$	(28,685.00)
22721124	CP&Y	\$	(6,065.20)
22703818	Holt Cat	\$	(175.82)
22691535	The Print Shoppe	\$	(94.00)
<b>Grand Total</b>		<b>\$</b>	<b>(1,220,600.62)</b>

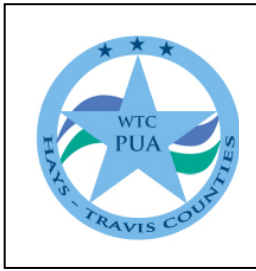
# West Travis County PUA - GOF

## Cash Flow -Payroll Account

As of January 31, 2018

Num	Name	Memo	Amount
<b>11117 · Payroll</b>			
ACH	ExpertPay	Expert Pay- Child Support	-207.64
ACH	Security Benefits	457 Employee Contribution	-1,598.81
PAYROLL	United States Treasury	Payroll Liability Payment- 12/11/2017-12/24/2017	-21,146.80
ACH	Child Support Systems	Child Support Remittance	-493.83
PAYROLL	Employee Payroll	Payroll -12/25/2017-1/7/2018	-65,764.20
PAYROLL	United States Treasury	Payroll Liability Payment- 12/25/2017-1/7/2018	-21,915.34
ACH	Child Support Systems	Child Support Remittance	-493.83
ACH	ExpertPay	Expert Pay- Child Support	-207.64
ACH	Security Benefits	457 Employee Contribution	-1,475.47
ACH	Texas County DRS	TCDRS Payment-December	-29,706.52
PAYROLL	Employee Payroll	Payroll -1/8/2018-1/21/2018	-60,143.16
ACH	ExpertPay	Expert Pay- Child Support	-207.64
ACH	Security Benefits	457 Employee Contribution	-1,433.81
PAYROLL	United States Treasury	Payroll Liability Payment- 1/8/2017-1/21/2018	-19,467.30
PAYROLL	Texas Workforce Commission	Texas SUI Payment-2017 3rd Quarter	-55.15
ACH	Child Support Systems	Child Support Remittance	-493.83
BNKFEE	BB&T	Bank Fee Chared in Error	-36.00
Total 11117 · Payroll			<u>-224,846.97</u>
<b>TOTAL</b>			<b><u>-224,846.97</u></b>

# ITEM C



## WEST TRAVIS COUNTY PUBLIC UTILITY AGENCY

12117 Bee Cave Road  
Building 3, Suite 120  
Bee Cave, Texas 78738  
Office: 512/263-0100  
Fax: 512/263-2289  
wtcpua.org

February 19, 2018

Ms. Joann A. Eagle, P.E.  
Carlson Brigance & Doering, Inc.  
5501 W. William Cannon Drive  
Austin, TX 78749

Re: Service Availability  
Beerburg Brewery  
13412 Fitzhugh Road  
Austin, TX 78736

Dear Ms. Eagle:

The West Travis County Public Utility Agency (WTCPUA) has completed its review of requested water service for the subject project. Service Availability for eleven (11) LUEs of water allocation is approved subject to the Applicant complying with the Service Extension Request (SER) Conditions below:

### **SER CONDITIONS**

1. The Applicant enters into a Non-Standard Water Service Agreement with the PUA for eleven (11) LUEs of water service within three (3) months of the date of the letter.
2. The Applicant completes the review process of technical plans associated with its proposed development, including submitting plans that meet PUA requirements for approval prior to release for construction. The Applicant shall also be required to pay all engineering review fees, legal fees and inspection fees associated with this process.
3. The Applicant constructs, at Applicant's sole cost and expense, all water service extensions of facilities necessary to facilitate retail service to the Property.
4. The PUA inspects and accepts the facilities per the approved construction plans and specifications.
5. The Applicant, at its sole cost and expense, grants to the PUA all on-site and off-site easements necessary for the PUA to own and operate the facilities in a form and manner acceptable to the PUA.
6. Prior to release of water meters for the Property, the applicant shall submit close out documents including final plat and executed and recorded easements per the attached list, as well as an executed Conveyance Agreement.

7. Customers applying for service in the Property will have to pay all fees including connection fees, impact fees per LUE, and meter drop in fees.
8. Applicant shall pay the PUA annual Water Reservation Fees as applicable per PUA Tariff.
9. The Applicant shall follow and comply with all applicable PUA Tariff, policies, rules and regulations pertaining to water service, as amended from time to time by the WTCPUA Board of Directors.
10. The Applicant will be required to secure a Legal Lot Determination from Hays County or secure an approved subdivision plat in Hays County, Texas for the Property within four (4) years from the date of this letter.
11. Provisions of water to the Property by the PUA shall become null and void if final construction plans have not been approved by the PUA for the Project within four (4) years from the date of this letter.
12. The Applicant shall adopt one of the alternative water quality measures required of the new development as specified in that certain "Memorandum of Understanding" between the LCRA and the United States Fish and Wildlife Service (USFWS), dated May 24, 2000 (MOU) and the "Settlement Agreement and Stipulation of Dismissal" from the lawsuit, Hays County Water Planning Partnership, et. al. vs. Lt. General Robert B. Flowers, U.S. Army Corps of Engineers, Thomas E. White, Secretary of the Army, Gale Norton, Secretary of the Department of the Interior, and the Lower Colorado River authority, W.D. Tex. 2002 (No. AOOCA 826SS) (Settlement Agreement) including:
  - a. Measures approved by the USFWS through separate Section 7 consultation, or other independent consultation;
  - b. TCEQ optional enhanced measures, Appendix A and Appendix B to RG-348; or
  - c. U.S. Fish and wildlife Service Recommendations for Protection of Water Quality of the Edwards Aquifer dated September 1, 2000;

Please be advised that conditions may change over time and the PUA will not reserve or commit water capacity to the Property until all conditions listed above are met. If, for any reason, that system capacity is exceeded prior to connection to the system, then this property is subject to a moratorium of any additional connections which may be declared. Also, please be advised that the PUA will not provide direct fire flow service to the Property and, as such, the Applicant may be required to install and maintain fire service facilities needed to meet local fire code regulations and requirements.

If you have any questions concerning this matter, please contact Pierce Powers at 512-263-0100.

Sincerely,



Robert W. Pugh,  
General Manager

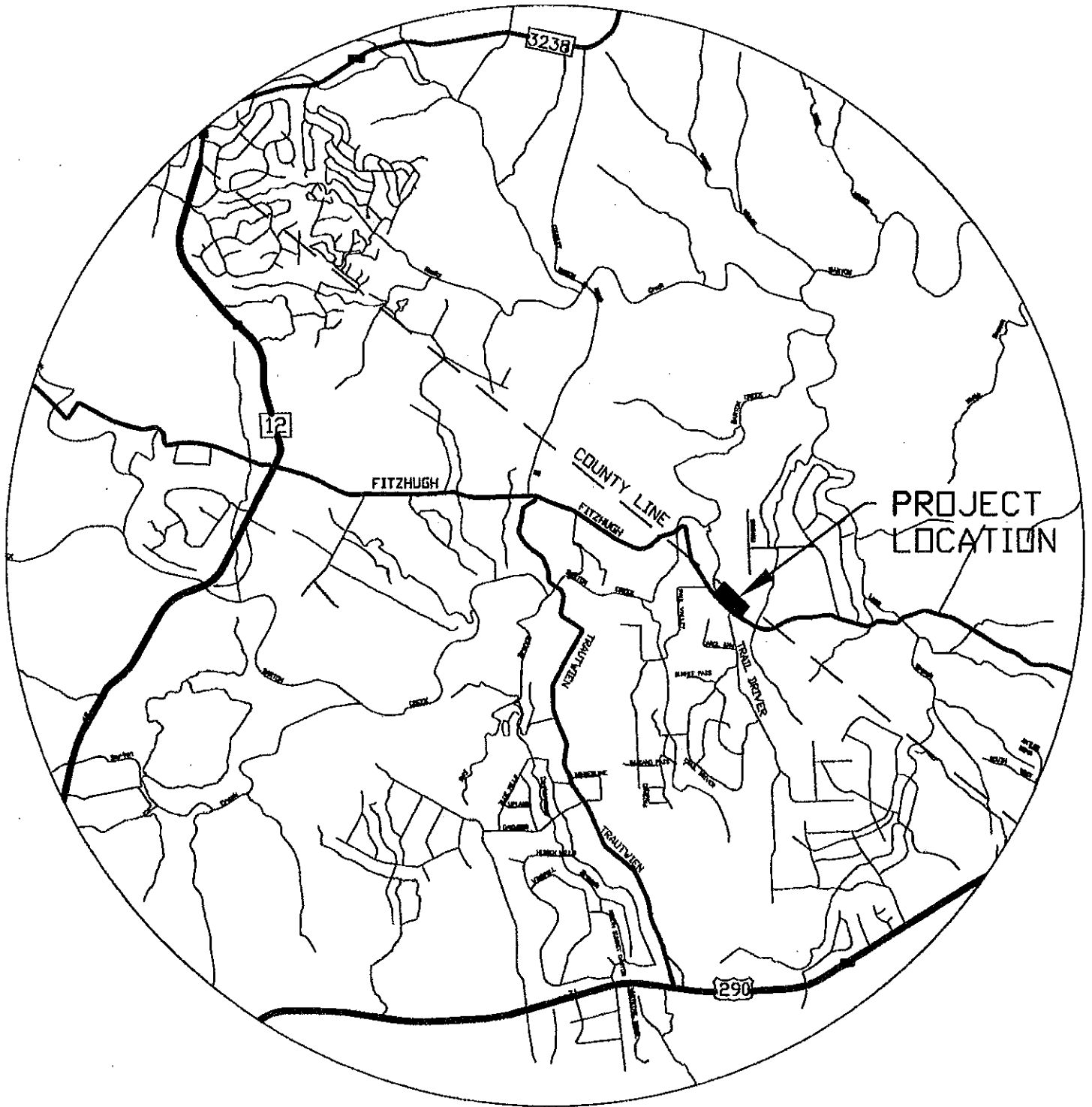
Ms. Joann A. Eagle, P.E.

Page 3

February 19, 2018

Cc: Reuben Ramirez  
Jennifer Smith  
Keli Kirkley  
Jennifer Riechers  
Judith Coker  
Pierce Powers  
Stephanie Albright, Lloyd Gosselink Rochelle & Townsend, P.C.  
Ronee Gilbert, Murfee Engineering Company, Inc.





LOCATION MAP

# ITEM D

Developer Reimbursement Payment Summary  
02/15/2018

Developer: Bee Cave Oaks Development, Inc.

For: Bee Cave Oaks Section 5.2 & 5.3

Amount Due: \$ 27,893

WTCPUA Procedures: Reviewed LCRA audit reports to substantiate total reimbursable costs.  
Reviewed the UFAA and the requirements for reimbursement listed therein.  
Recalculated the reimbursable cost per LUE.  
Confirmed connection counts and fees received by the WTCPUA.  
Confirmed prior developer reimbursement payments.  
The WTCPUA's Independent Auditor has confirmed the liability amount due annually since 2013.

Audited Reimbursable Costs	Audited Accrued Interest	Total Reimbursable Costs	Total LUEs Sections 5.2 & 5.3	Cost per LUE	Total Connections through 12/31/2017	Connections Previously Reimbursed	Unreimbursed Connections	Total Amount Due
\$ 452,640	\$ 56,406	\$ 509,046	73	\$ 6,973	45	41	4	\$ 27,893

9116 Camelback Drive  
9217 Camelback Drive  
600 Marly Way  
801 Marly Way

# ITEM E

Developer Reimbursement Request Summary  
02/15/2018

Developer: CCNG Development Co., LP/Synchro Realty, LLC

For: Spanish Oaks Section VIII & Lift Station

Amount Requested: \$ 581,021.37 30% remaining reimbursement + accrued interest

	Total Reimbursable Costs	Amount Paid by LCRA 12/31/2007	Remaining Due
Section VIII & Lift Station	\$1,822,019.89	\$ (1,275,413.92)	\$ 546,605.97
Accrued interest on 30%			34,415.40
Total Due			<u>\$ 581,021.37</u>

3.15% for 2 years

WTCPUA Procedures: Obtained audit backup documentation for Section VIII (received directly from LCRA during purchase).  
 Reviewed the UFAA and the requirements for reimbursement listed therein.  
 Reviewed cost detail spreadsheets and agreed total reimbursable costs to documentation for the original 70% reimbursement and the CCNG demand letter.  
 Reviewed cost detail for unusual items, allowable costs and allowable cost percentages based upon TCEQ rules and UFAA terms.  
 Recalculated all formulas including calculation of remaining 30% cost and agreed amount to the CCNG demand letter.  
 Recalculated accrued interest on the remaining 30% and determined that the amount requested in the CCNG demand letter is reasonable in accordance with the UFAA.  
 Reviewed the arguments presented by CCNG in the demand letter against the UFAA and determined that all positions are reasonable and meet the reimbursement requirements set forth in the UFAA.  
 Reviewed documentation for prior payments made by LCRA and recalculated all amounts due for the remaining 30% reimbursement.

WTCPUA Conclusion: The amount requested by CCNG in the demand letter dated January 3, 2018 (\$581,021.37) is reasonable and accurate and all terms set forth in the UFAA have been met, therefore qualifying this 30% remaining reimbursement as due and payable to CCNG/Synchro Realty.

January 3, 2018

***Via Regular Mail and  
Certified Mail Return Receipt Requested***

Robert Pugh  
General Manager  
**West Travis County Public Utility Agency**  
12117 Bee Cave Road, Bldg. 3, Suite 120  
Bee Cave, Texas 78738

*Received  
1/5/2008  
RWP  
→ JLS*

Re: Utility Facilities Acquisition Agreement between the  
Lower Colorado River Authority and CCNG Development Company, L.P. dated  
November 19, 1999, as amended (the "UFAA"), and assigned  
Default Notice and Demand for Payment of \$581,021.37 in Reimbursable Costs for  
Spanish Oaks Section VIII

Gentlemen:

As you know, CCNG Development Company, L.P. ("CCNG") and the West Travis County Public Utility Agency ("WTCPUA") are parties to the referenced UFAA, originally between CCNG and the Lower Colorado River Authority ("LCRA") and fully assigned to the WTCPUA, on June 15, 2017. Pursuant to the UFAA, CCNG agreed to build at its own expense the required Internal Facilities to be located within the CCNG Tract, and then subsequently convey those Internal Facilities to the WTCPUA upon completion of the construction. The WTCPUA agreed to acquire and reimburse CCNG for the actual costs incurred by CCNG for the construction of the Internal Facilities in two (2) separate closings as follows: i) seventy percent (70%) of CCNG's costs would be reimbursed upon the conveyance of the facilities to the WTCPUA, and ii) the remaining thirty percent (30%) would be paid to CCNG when certain criteria are satisfied pursuant to Article 10.02 of the UFAA. The rights to collect these Reimbursable Costs are now owned by Synchro Realty, L.L.C. ("Synchro"), an affiliate of CCNG (collectively hereinafter referred to as the "CCNG Parties"). CCNG is acting as the authorized agent for Synchro in pursuing collection of these Reimbursable Costs owed.

This letter gives formal, written notice that a Default has occurred under the UFAA. Further, this represents the CCNG Parties Demand for the thirty percent (30%) portion of the Reimbursable Costs for the Internal Facilities constructed by the CCNG Parties relative to Spanish Oaks Section VIII, as outlined in Section 10.02 of the UFAA. The total amount currently owed to the CCNG Parties for the thirty percent (30%) portion of the Reimbursable Costs corresponding to Section VIII of the CCNG Tract is \$581,021.37. The CCNG Parties hereby demand payment in full for these Reimbursable Costs, as required pursuant to the UFAA.

Pursuant to the UFAA, the CCNG Parties constructed the Internal Facilities for Spanish Oaks Section VIII, and the LCRA accepted the conveyance of these Internal Facilities and paid the seventy percent (70%) portion of the Reimbursable Costs.

The closing date, the amount representing 100% of the Reimbursable Costs, 70% of the Reimbursable Costs already paid, and the amount representing the thirty (30%) portion of the Reimbursable Costs to be paid, plus interest, are set forth below.

Spanish Oaks Section	100% - Total Reimbursement	Date 70% Paid	70% Reimbursement Paid	30% Reimbursement to be Paid	Accrued Interest on 30% to be Paid	Total Due	
Section VIII	\$1,906,952.37	12/31/2007	\$1,325,931.00	\$546,605.96	\$34,415.40	\$581,021.36	Exhibit B

The remaining thirty percent (30%) Reimbursable Costs were calculated from the audit report backups provided to CCNG, on February 14, 2012. The total amounts are derived from calculating thirty percent (30%) of the Eligible Costs and two (2) years of interest. A copy of the audit report backup is attached hereto as Exhibits B.

Pursuant to Section 10.02 (b) of the UFAA, the conditions required to cause the thirty percent (30%) portion of the Reimbursable Costs to be due have occurred. Section 10.02 (b) of the UFAA reads as follows:

“LCRA will reimburse CCNG for the remaining thirty percent (30%) of CCNG's Reimbursable Costs related to the same phase of the Internal Facilities within thirty (30) days, following an annual review of final tax appraisal values when both the following have occurred:

- (i) the CCNG Tract has an appraised value of land and improvements thereon equal to at least ten times the amount of capital expenditures made by LCRA for the design, engineering, permitting, construction and/or acquisition of those portions on a pro rata basis of the Regional Facilities and the Internal Facilities necessary to serve the CCNG Tract (this appraised value to capital expenditures ratio is intended to correlate to the ten-to-one assessed value to debt ratio contemplated by the Texas Administrative Code, title 30, section 293.47(a)(1)); and,
- (ii) eighty percent (80%) of all living unit equivalents ("LUEs") projected to be served by any previously constructed phases of the Treated Water Distribution System and the Wastewater Collection Facilities, purchased from CCNG by the LCRA, have connected to the System and are receiving retail water and wastewater service from the LCRA."

Both of these criteria have been satisfied as follows:

**Appraised Value**

- The total appraised value within Municipal Utility Districts No. 6 and No. 8 alone is \$714.7 million, as evidenced by the TCAD certified tax statements for 2017, which are included in Exhibit A attached hereto.
- According to the LCRA audit report, the total dollars spent on the Internal Facilities is \$12.7 million.
- Despite multiple prior requests, we have not received from the LCRA or the WTCPUA the proposed allocation related to the total dollars spent on the Regional Facilities. Unless the WTCPUA can demonstrate that CCNG’s pro rata share of the Regional Facilities exceeds \$58.8

million (based upon the 2017 certified values), the data outlined herein satisfies the conditions necessary for the remaining thirty percent (30%) to be due and payable under the UFAA.

**Connectivity**

The connectivity percentages by lot of Spanish Oaks Section VIII, which are receiving retail water and wastewater service from the LCRA/WTCPUA are summarized below:

<b>Section</b>	<b>Total Lots</b>	<b>Connected Lots</b>	<b>% Connected</b>
Section VIII	44	35	80%

The CCNG Parties are hereby providing written notice to the WTCPUA that a “Default” has occurred under the UFAA for: i) failing to notify CCNG Parties that the criteria from "an annual review of final tax appraisal values” has triggered the obligation to pay the CCNG Parties the thirty percent (30%) portion of the Reimbursable Costs and ii) failing to pay the CCNG Parties the remaining thirty percent (30%) portion of the Reimbursable Costs plus interest within thirty (30) days following the date the criteria for triggering the obligation to pay the CCNG Parties had occurred as required pursuant to Article X of the UFAA.

In addition, this letter represents the CCNG Parties “Demand” for the WTCPUA to pay the CCNG Parties the thirty percent (30%) portion of the Reimbursable Costs equal to \$581,021.37, as required pursuant to Article X of the UFAA.

We look forward to receiving your payment for the amounts due for the thirty percent (30%) portion of the Reimbursable Costs as outlined herein.

Respectfully,

**Synchro Realty, L.L.C.**



Daniel B. Porter  
Manager

**CCNG Development Company, L.P.**

CCNG Realty, Inc.  
General Partner



Daniel B. Porter  
Chairman and CEO

c: Ray Welch (CCNG)  
Jack Creveling (CCNG)



# ITEM H

**SECOND AMENDMENT TO THE  
AGREEMENT FOR THE PROVISION OF NONSTANDARD  
RETAIL WATER AND WASTEWATER SERVICE  
(Lot 1, Block A, The Estates Center II Subdivision)**

This Second Amendment to the Agreement for the Provision of Nonstandard Retail Water and Wastewater Service (the “Second Amendment”) is entered into by and between the West Travis County Public Utility Agency (the “WTCPUA”) a public utility agency operating pursuant to Chapter 572, Texas Local Government Code, and The Park at Bee Cave, Ltd, a Texas partnership (the “Developer”).

WHEREAS, Developer and the WTCPUA entered into the Agreement for the Provision of Nonstandard Retail Water and Wastewater Service on November 1, 2013 (the “Agreement”);

WHEREAS, the Developer and the WTCPUA entered into a First Amendment to the Agreement on February 20, 2014;

WHEREAS, Developer and the WTCPUA desire to enter into this Second Amendment to set forth additional terms and conditions upon which the WTCPUA will provide retail water and wastewater service to the Proposed Development; and

NOW, THEREFORE, in consideration of the terms, conditions, and covenants contained in this Amendment, and for other good and valuable consideration, the receipt and sufficiency of which are acknowledged, the Parties agree to amend the Agreement as follows:

**1. Definition of Terms.**

Section 1.1 is amended as follows:

(1) “Reservation Period” shall mean a four (4) year period commencing on ~~at either the approval of a Site Development Permit by the City of Bee Cave for the Proposed Development, or February 14, 2018, whichever occurrence is earliest.~~

**2. Reservation Fees.**

The third paragraph of Section 4.2 is amended as follows:

~~For the initial year of the Reservation Period, (i) Reservation Fees for 93 LUEs of water and wastewater service have been paid and shall be paid not later than March 22, 2014 (ii) Of the 168 LUEs reserved under the Agreement, as amended, 136 LUEs for water and wastewater service remain unused.~~<sup>1</sup> Reservation Fees for the remaining 229 136 unused LUEs for water and

<sup>1</sup> Bee Cave MOB Partners LLC (8 LUEs) and SCSD-Finnell, Ltd. (24 LUEs) are assignees under this agreement, but have connected LUEs and paid impact fees for service and no longer have any LUEs in reserved status.

wastewater service ~~applicable to the initial year of the Reservation Period~~ shall be paid five (5) business days after approval of this Second Amendment by the WTCPUA Board not later than thirty (30) days from the earlier of either the approval of a Site Development Plan for the Proposed Development by the City of Bee Cave, or August 15, 2014. ~~The initial year of the Reservation Period shall commence on February 15, 2014 for all 229 LUEs of water and wastewater service. The Reservation Fees which normally would be due on February 15, 2018 will be due five (5) business days after approval of this Second Amendment by the WTCPUA Board.~~ Allocations for the 136 unused LUEs are as follows: The Park at Bee Cave, Ltd. – 29 LUEs; MVA-Bee Cave Realco, LLC (Unit G) – 80 LUEs; LG Bee Caves Holdings LLC (Unit C) – 8 LUEs; BF Bee Cave LLC (Unit E) – 5 LUEs; BCT MOB Partners (Unit D) – 14 LUEs.

Commencing in 2019, Reservation Fees for all unused LUEs of water and wastewater service shall be due on February 15 of each year.

**3. Defined Terms.**

All capitalized terms that are not otherwise defined herein shall have the meanings set forth in the Agreement.

**4. Binding on Successors and Assigns**

This Second Amendment is binding and applicable on all successors and assigns to the Agreement.

**5. Effect on Agreement.**

The terms of the Agreement are hereby modified and amended pursuant to the terms of this Amendment. Except as otherwise expressly amended by this Amendment, all other terms and conditions of the Agreement remain in full force and effect, and are hereby confirmed and ratified.

**IN WITNESS WHEREOF**, the Parties hereto have executed this Amendment effective February 15, 2018.

*[Signature pages to follow]*

**WEST TRAVIS COUNTY PUBLIC UTILITY  
AGENCY**

By: \_\_\_\_\_  
Scott Roberts, President  
Board of Directors

Date: \_\_\_\_\_

ATTEST:

\_\_\_\_\_  
Ray Whisenant, Secretary  
Board of Directors

DRAFT

**THE PARK AT BEE CAVE, LTD**

By: Lukers Inc., its general partner

By: \_\_\_\_\_  
William S. Walters III, President

Date: \_\_\_\_\_

DRAFT

ACCEPTED AND AGREED TO BY  
ASSIGNEE:

**LG BEE CAVES HOLDINGS, LLC**

By: \_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

DRAFT

ACCEPTED AND AGREED TO BY  
ASSIGNEE:

**MVA-BEE CAVE REALCO, LLC**

By: \_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

DRAFT

ACCEPTED AND AGREED TO BY  
ASSIGNEE:

**BF BEE CAVE, LLC**

By: \_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

DRAFT



ACCEPTED AND AGREED TO BY  
ASSIGNEE:

**BCT MOB PARTNERS**

By: \_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

DRAFT

ACCEPTED AND AGREED TO BY  
ASSIGNEE:

**BEE CAVE MOB PARTNERS, LLC**

By: \_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

DRAFT

ACCEPTED AND AGREED TO BY  
ASSIGNEE:

**SCSD-FINNELL, LTD**

By: \_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

DRAFT

# ITEM I

QUOTE# 003

CONTRACT PRICING WORKSHEET

End User: WEST TRAVIS COUNTY P.U.A.		Contractor: ROCKDALE COUNTRY			
Contact Name: TREY CANTU		ROCKDALE COUNTRY FORD DBA CALDWELL COUNTRY			
Email: TCANTU@WTCPUA.ORG		Prepared By: Averyt Knapp			
Phone #: 512-263-5323 512-751-6993 -C		Email: aknapp@caldwellcountry.com			
Fax #:		Phone #: 979-567-6116			
Location City & State: AUSTIN, TX		Fax #: 979-567-0853			
Date Prepared: JANUARY 12, 2018		Address: P. O. Box 72, ROCKDALE, TX 76567			
Contract Number: 2018-022		Tax ID # 27-3037856			
Product Description: 2018 FORD F350 4X2 SUPER CAB DRW X3C					
A Base Price & Options:					\$36,825
B Fleet Quote Option:					
Code	Description	Cost	Code	Description	Cost
	4X2-SUPER CAB, 13,000#GVWR -DUAL REAR WHEELS, 6.7L-V8 DIESEL, 6-SPD AUTOMATIC, 4.10 LIMITED SLIP REAR AXLE, 40-20-40 VINYL BENCH, FULL RUBBER FLOOR, TILT, POWER WINDOWS, POWER LOCKS, POWER TRAILER TOW MIRRORS, KEYLESS ENTRY, FULL SIZE SPARE TIRE AND WHEEL, OEM INTEGRATED TRAILER BRAKE CONTROLLER	INCL			
	FORD WARRANTY 5YR/60,000 MILES POWERTRAIN @ N/C	INCL		ROCKDALE COUNTRY FORD PO BOX 72 ROCKDALE, TEXAS 76567	
Subtotal B					INCL
C Unpublished Options					
Code	Description	Cost	Code	Description	Cost
Subtotal C					
D Other Price Adjustments (Installation, Delivery, Etc...)					
Subtotal D					INCL

<b>E Unit Cost Before Fee &amp; Non-Equipment Charges(A+B+C+D)</b>		<b>\$36,825</b>
<b>Quantity Ordered</b>		<b>1</b>
<b>Subtotal E</b>		<b>\$36,825</b>
<b>F Non-Equipment Charges (Trade-In, Warranty, Etc...)</b>		
<b>G. Color of Vehicle: WHITE</b>		
<b>H. Total Purchase Price (E+F)</b>		
		<b>\$36,825</b>
<b>Estimated Delivery Date:</b>		<b>120-150 DAYS APPX</b>

# ITEM J

An Agreement for the Provision of Limited Professional Services

Murfee Engineering Co., Inc.  
1101 Capital of Texas Hwy. South, Bldg. D  
Austin, Texas 78746  
(512) 327-9204  
dlozano@murfee.com

Client: WTC Public Utility Agency  
12117 Bee Cave Road  
Building 3, Suite 120  
Bee Cave, Texas 78738

Date: Februray 6<sup>th</sup>, 2018

Project No.: 11051.TBD

WTCPUA Work Order No. \_\_\_\_\_

**Project Name:** 1240 Conversion at the County Line Pump Station

**Scope/Intent and Extent of Services:** Murfee Engineering Company, (MEC) proposes to provide the WTCPUA with Engineering Services necessary to implement the 1240 Pressure Plane conversion at the Count Line Pump Station (CLPS) in order to facilitate retail service from the US290 Transmission Main. The operational change is significant and will require a complete understanding of the operating scheme and controls of the transmission system between the southwest Parkway Pump Station (SWPPS) and the CLPS in order to predict how the change will affect the delivery of water. Exhaustive research of record drawings and information will be required, followed by field reconnaissance to verify and observe the operation of the installed controls, interviews with operators and SCADA system programmers, and modelling of the proposed changes to identify any issues that need to be addressed in the implementation phase. A detailed recommendation for implementation will be provided followed by support services as necessary to trouble shoot and/or optimize operations.

**Fee Arrangement:** Time and materials in accordance with the approved rate sheet with an estimated fee as follows and detailed on the attached man-hour allocation:

Research	\$ 1,025
Site Visit	\$ 1,080
Operations & SCADA Interviews	\$ 730
Modelling	\$ 595
<u>Recommendation &amp; Support</u>	<u>\$ 1,690</u>
Total	\$ 5,120

The estimated fees do not include review fees or direct reimbursable expenses. Additional Services fees must have WTCPUA approval prior to expenditure. The Contract amount for this project shall not exceed the total amount of \$5,120 as listed above without Board approval by the WTCPUA.

**Terms and Conditions:** The approved Terms and Conditions are a part of this agreement.

Offered By:  
Murfee Engineering Co.

Accepted By:  
WTC Public Utility Agency

By: \_\_\_\_\_  
Dennis Lozano, P.E.  
Vice President

Date

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

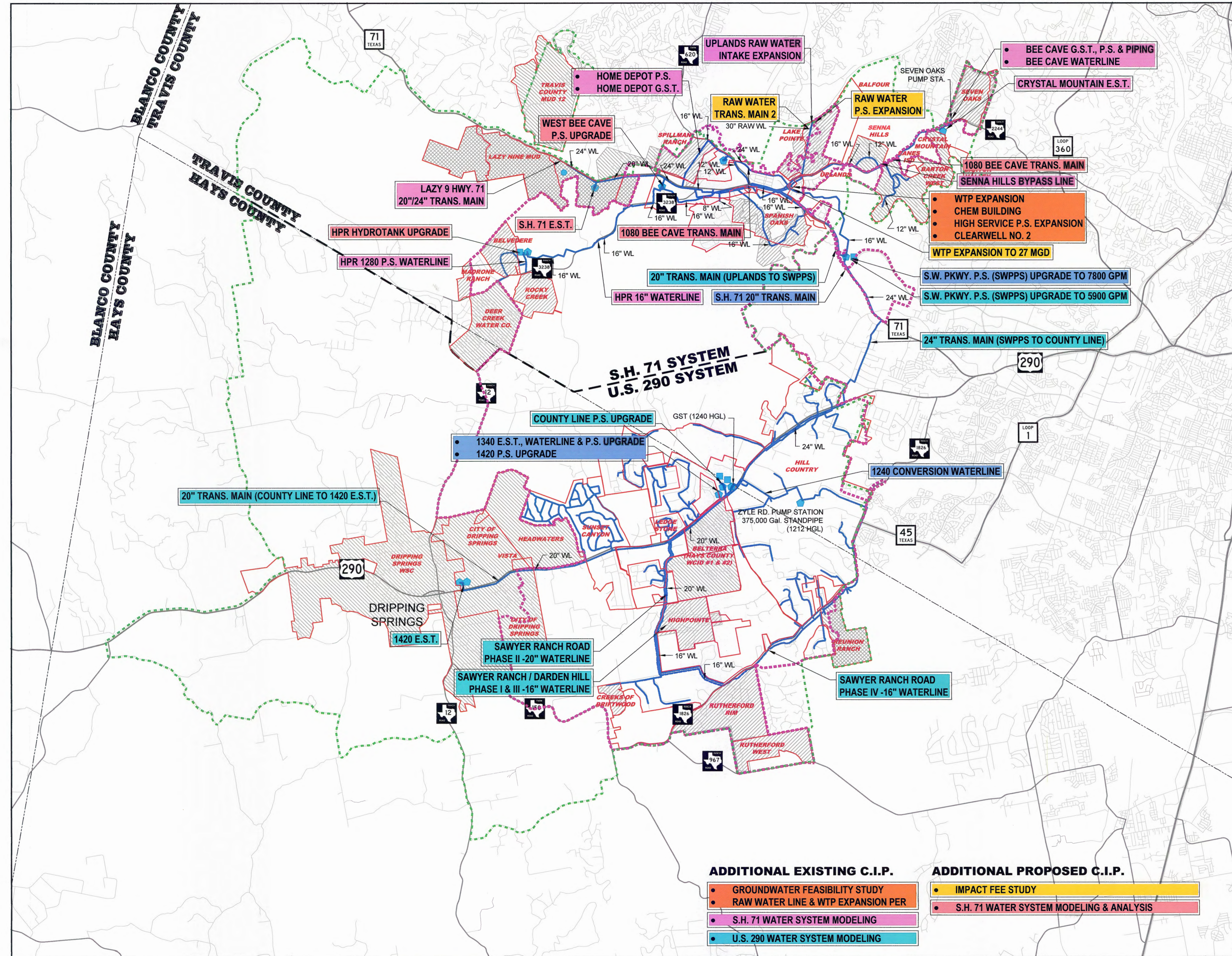
\_\_\_\_\_  
(Printed Name/Title)



**MANPOWER & BUDGET ESTIMATE**

<b>Client:</b>		WTCPUA									
<b>Project:</b>		1240 Conversion at the County Line Pump Station									
Task	Employee Classification	Managing Engineer	Senior Project Manager	Project Manager	Project Engineer	Engineering Technician I	Senior CAD Design Technician	Draftsperson	Technical Administrative Assistant	Total Hours	Labor Cost
	Hourly Rate	\$250	\$200	\$175	\$145	\$95	\$165	\$95	\$85		
1. Research (review record drawings, submittals, design details, etc.)		0.5		2		4			2	8.5	\$ 1,025.00
2. Site Visit				4		4				8	\$ 1,080.00
3. Operations and SCADA Interviews				2		4				6	\$ 730.00
4. Modelling		0.5	1	1		1				3.5	\$ 595.00
5. Recommendation & Support		0.5		2	2	4	1	4		13.5	\$ 1,690.00
										39.5	\$ 5,120.00
<b>Outside Services</b>											
											\$ -
											\$ -
											\$ -
											\$ -
	<b>Hours</b>	1.5	1	11	2	17	1	4	2		
	<b>Labor Cost</b>	\$375	\$200	\$1,925	\$290	\$1,615	\$165	\$380	\$170	<b>TOTAL</b>	<b>\$ 5,120.00</b>

Notes:

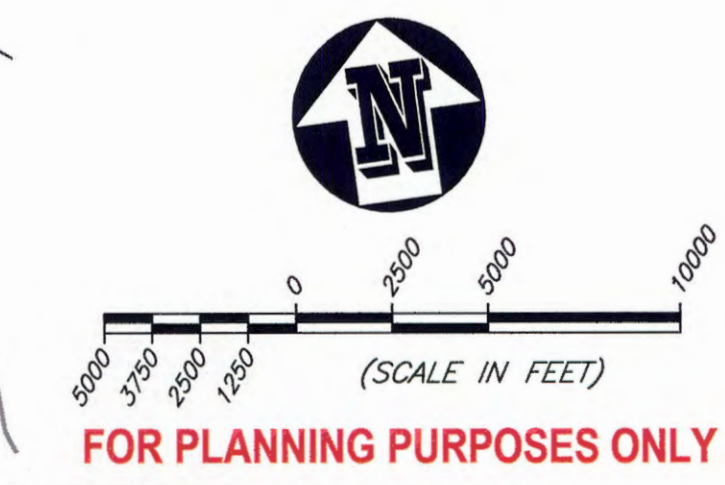


**C.I.P. PROJECTS LEGEND**

- SYSTEM WIDE  
 PROPOSED  
 EXISTING
- S.H. 71 SYSTEM  
 PROPOSED  
 EXISTING
- U.S. 290 SYSTEM  
 PROPOSED  
 EXISTING

**LEGEND**

- WEST TRAVIS COUNTY P.U.A. WATER SYSTEM BOUNDARY
- WEST TRAVIS COUNTY P.U.A. PRELIMINARY RETAIL PLANNING AREA
- EXISTING FACILITIES AND FACILITIES PROPOSED IN C.I.P. PLANS
- EXIST. WHOLESALE CUSTOMERS
- REIMBURSEMENT OBLIGATIONS
- EXIST. WHOLESALE CUSTOMERS WITH REIMBURSEMENT OBLIGATIONS



**ADDITIONAL EXISTING C.I.P.**

- GROUNDWATER FEASIBILITY STUDY
- RAW WATER LINE & WTP EXPANSION PER
- S.H. 71 WATER SYSTEM MODELING
- U.S. 290 WATER SYSTEM MODELING

**ADDITIONAL PROPOSED C.I.P.**

- IMPACT FEE STUDY
- S.H. 71 WATER SYSTEM MODELING & ANALYSIS

**MEC**  
 Murfee Engineering Company

**WEST TRAVIS COUNTY P.U.A.**  
 WATER C.I.P. EXHIBIT

1101 Capital of Texas Highway South, Building D, Suite 110, Austin, Texas 78746 (512) 327-6294  
 Texas Registered Engineering Firm F-353  
 FILE/LAYOUT: 01182011-02-19-CP-10174.dwg(2/20) DATE: 11/18/2011 DRAWN: JMM

# ITEM K



# Murfee Engineering Company

February 7<sup>th</sup>, 2018

Mr. Scott Roberts, President &  
Board of Directors  
West Travis County Public Utility Agency  
12117 Bee Cave Road  
Building 3, Suite 120  
Bee Cave, Texas 78738

Re: West Travis County Public Utility Agency 1340 Transmission Main – Bid Tabulation and Recommendation of Award

President Roberts & Board:

Bids for the referenced project were received and publically read aloud on January 23<sup>rd</sup> 2018 at 2:00 PM. The bidders and total amount base bid prices received are summarized below in ascending base bid amount order.

Central Road & Utility, Ltd. dba, CRU, Ltd.	\$2,269,522.10*
Smith Contracting Co., Inc.	\$2,296,018.50
S.J. Louis Construction of Texas Ltd.	\$2,313,549.42
Cash Construction Company, Inc.	\$2,353,171.50*
Austin Underground, Inc.	\$2,899,501.00

Central Road & Utility, LTD. dba, CRU, Ltd. Corrected from \$2,286,016.10 due to proposal error  
Cash Construction Company, Inc. corrected from \$2,367,751.50 due to proposal errors

The Invitation for Bids was advertised in accordance with Texas Water Code and Local Government Code rules for procurement.

Murfee Engineering has reviewed qualification statements and checked references provided with the proposal documents. In consideration of our own experience on prior WTCPUA projects as well as similar experiences relayed by reference checks, and in consideration of the best interest of the Project as outlined in Section 00100 *Instructions to Bidders* of the Contract Documents, we recommend rejection of the bid submitted by Central Road & Utility, Ltd. dba, CRU, Ltd. Also in consideration of the best interest of the Project, based on demonstrated experience, reference checks, performance on previous WTCPUA projects of similar scope, and after discussion with WTCPUA staff and management, we recommend award of the contract for the total amount base bid of two million three hundred thirteen thousand five hundred forty nine and 42/100 dollars (\$2,313,549.42). A complete tabulation of bids is enclosed with this recommendation.

If you have any questions or would like additional information please contact me or Dennis Lozano, P.E. to discuss at your convenience.

Sincerely,

A handwritten signature in blue ink that reads "Jason Baze". The signature is fluid and cursive, with the first name "Jason" and the last name "Baze" clearly legible.

Jason Baze, P.E.

cc: Robert Pugh, P.E., General Manager – WTCPUA  
Dennis Lozano, P.E. – MEC  
MEC File 11051.89

Enclosures: Bid Tabulation

West Travis County Public Utility Agency  
 12117 Bee Cave Road,  
 Building 3, Suite 120  
 Bee Cave, Texas 78738

Bid Tabulation  
 Project Manager: Jason Baze, P.E. - Murfee Engineering Company  
 West Travis County Public Utility Agency  
 1340 Transmission Main

Date: 1/23/2018 2:00 PM  
 Location: Murfee Engineering Company  
 1101 Capitol of Texas Highway South Building D  
 Austin, Texas 78746



SEGMENT A

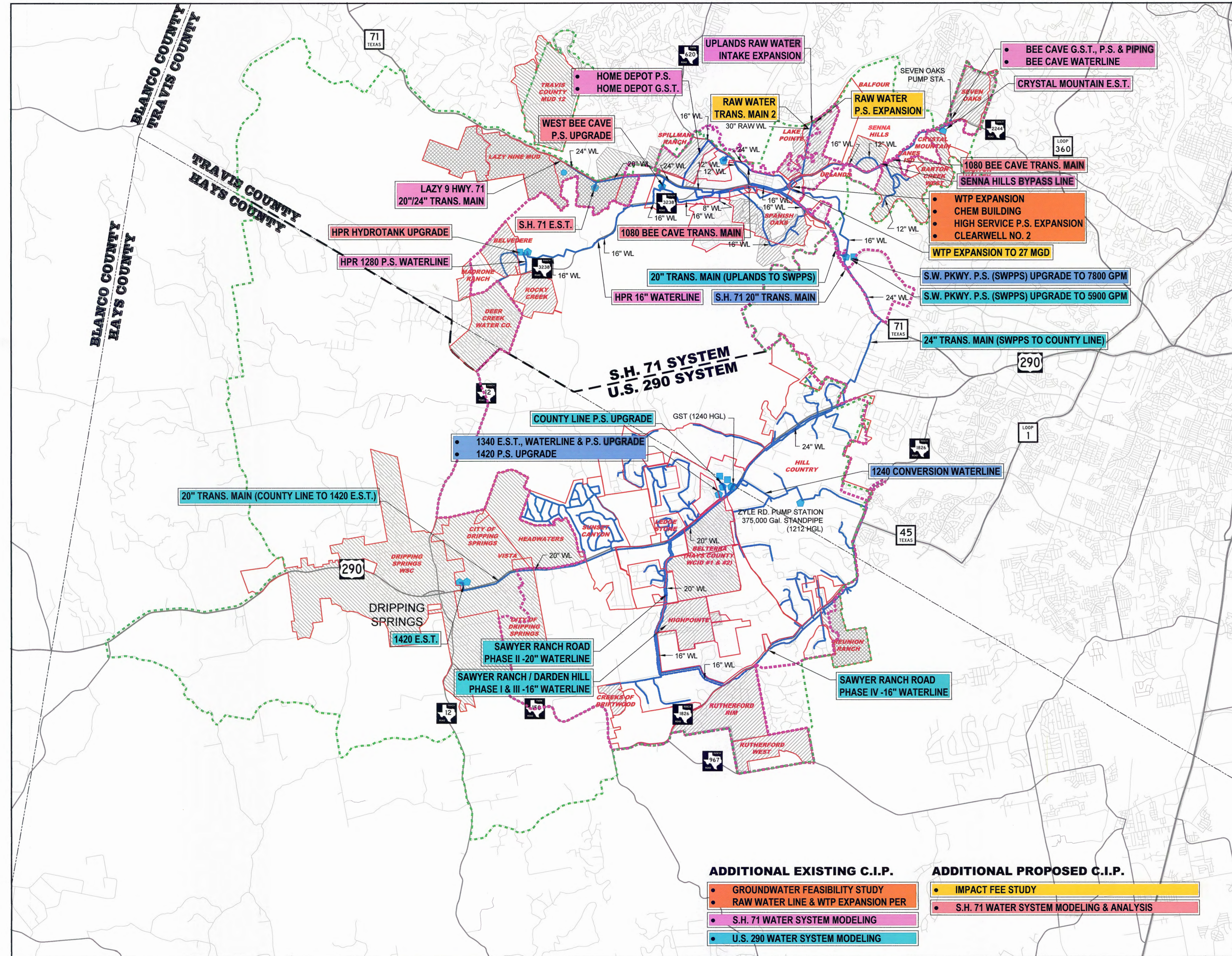
Item No.	Quantity	Units	Description	Central Road & Utility, Ltd., dba CRU, Ltd.		Smith Contracting Co., Inc.		S.J. Luis Construction of Texas Ltd.		Cash Construction Company, Inc.		Austin Underground, Inc.	
				Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price
E-1	2,215	LF	Silt Fence Installation and Maintenance	\$3.70	\$8,195.50	\$1.85	\$4,097.75	\$2.00	\$4,430.00	\$2.50	\$5,537.50	\$5.50	\$12,182.50
E-2	0	LF	Rock Berm Installation and Maintenance	\$55.00	\$0.00	\$30.00	\$0.00	\$26.50	\$0.00	\$30.00	\$0.00	\$27.00	\$1,350.00*
E-3	2	LF	Stabilized Construction Entrance Installation and Maintenance	\$1,400.00	\$2,800.00	\$1,100.00	\$2,200.00	\$1,500.00	\$3,000.00	\$2,000.00	\$4,000.00	\$700.00	\$1,400.00
E-4	12,119	LF	Restoration Within the Limits of Construction	\$1.60	\$19,390.40	\$1.00	\$12,119.00	\$0.50	\$6,059.50	\$0.50	\$6,059.50	\$1.00	\$12,119.00
E-5	0	SY	Soil Retention Blanket (TRM) Installation and Maintenance	\$10.00	\$0.00	\$7.00	\$0.00	\$1.25	\$0.00	\$9.00	\$0.00	\$10.00	\$0.00
E-6	1	EA	Erosion Control Dewatering System Installation and Maintenance	\$4,000.00	\$4,000.00	\$6,000.00	\$6,000.00	\$1,500.00	\$1,500.00	\$3,000.00	\$3,000.00	\$7,900.00	\$7,900.00
E-7	970	LF	Tree Protection Installation and Maintenance	\$4.30	\$4,171.00	\$2.75	\$2,667.50	\$3.00	\$2,910.00	\$3.50	\$3,395.00	\$4.50	\$4,365.00
E-8	0.9	Ac	Clearing, Mulching, and Tree Fertilization	\$24,500.00	\$22,050.00	\$8,000.00	\$7,200.00	\$17,600.00	\$15,840.00	\$18,000.00*	\$1,620.00	\$6,700.00	\$6,030.00
E-9	1,000	LF	Orange Construction Fence	\$2.10	\$2,100.00	\$1.50	\$1,500.00	\$2.00	\$2,000.00	\$3.00	\$3,000.00	\$2.50	\$2,500.00
W-1	1,367	LF	20-Inch Water Transmission Main Unrestrained	\$148.00	\$202,316.00	\$118.00	\$161,306.00	\$147.00	\$200,949.00	\$155.00	\$211,885.00	\$160.00	\$218,720.00
W-2	895	LF	20-Inch Water Transmission Main Restrained	\$152.00	\$136,040.00	\$220.00	\$196,900.00	\$180.00	\$161,100.00	\$170.00	\$152,150.00	\$300.00	\$268,500.00
W-3	169	LF	30-Inch Steel Encasement Pipe Installation	\$560.00	\$94,640.00	\$520.00	\$87,880.00	\$570.00	\$96,330.00	\$650.00	\$109,850.00	\$690.00	\$116,910.00*
W-4	20	LF	12-Inch Waterline	\$162.00	\$3,240.00	\$100.00	\$2,000.00	\$60.00	\$1,200.00	\$280.00	\$5,600.00	\$150.00	\$3,000.00
W-5	1	EA	20-Inch Gate Valve	\$25,600.00	\$25,600.00	\$19,000.00	\$19,000.00	\$13,400.00	\$13,400.00	\$13,000.00	\$13,000.00	\$19,000.00	\$19,000.00
W-6	2	EA	12-Inch Gate Valve	\$4,400.00	\$8,800.00	\$3,000.00	\$6,000.00	\$5,650.00	\$11,300.00	\$2,500.00	\$5,000.00	\$4,100.00	\$8,200.00
W-7	1	EA	3-Inch Air Release Valve	\$15,200.00	\$15,200.00	\$11,000.00	\$11,000.00	\$9,630.00	\$9,630.00	\$10,000.00	\$10,000.00	\$14,000.00	\$14,000.00
W-8	1	EA	6-Inch Hydrant Assembly	\$12,500.00	\$12,500.00	\$12,000.00	\$12,000.00	\$3,700.00	\$3,700.00	\$6,000.00	\$6,000.00	\$6,100.00	\$6,100.00
T-1	1	LS	Trench Control	\$42,000.00	\$42,000.00	\$75,000.00	\$75,000.00	\$10,000.00	\$10,000.00	\$27,000.00	\$27,000.00	\$3,200.00	\$3,200.00
T-2	2,262	LF	Trench Safety	\$2.10	\$4,750.20	\$1.00	\$2,262.00	\$0.01	\$22.62	\$1.00	\$2,262.00	\$14.00	\$31,668.00
TOTAL SEGMENT A:					\$607,793.10		\$609,132.25		\$543,371.12		\$569,359.00		\$736,844.50

Alternative Bid Item Price

A-W3	95	LF	Open Cut Installation 30-Inch Steel Encasement Pipe	\$550.00	\$52,250.00	\$350.00	\$33,250.00	\$100.00	\$9,500.00	\$300.00	\$28,500.00	\$300.00	\$28,500.00
------	----	----	---	----------	-------------	----------	-------------	----------	------------	----------	-------------	----------	-------------

SEGMENT B & C		Central Road & Utility, Ltd., dba CRU, Ltd.		Smith Contracting Co., Inc.		S.I. Louis Construction of Texas Ltd.		Cash Construction Company, Inc.		Austin Underground, Inc.			
Item No.	Quantity	Units	Description	Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price		
E-1	8,350	LF	Silt Fence Installation and Maintenance	\$3.00	\$25,050.00	\$1.80	\$15,030.00	\$2.00	\$16,700.00	\$2.00*	\$16,700.00	\$5.50	\$45,925.00
E-2	50	LF	Rock Berm Installation and Maintenance	\$55.00	\$2,750.00	\$22.00	\$1,100.00	\$26.50	\$1,325.00	\$25.00	\$1,250.00	\$27.00	\$1,350.00
E-3	10	EA	Stabilized Construction Entrance Installation and Maintenance	\$1,400.00	\$14,000.00	\$1,100.00	\$11,000.00	\$1,500.00	\$15,000.00	\$2,000.00	\$20,000.00	\$700.00	\$7,000.00
E-4	48,400	SY	Restoration Within the Limits of Construction	\$1.44	\$69,596.00	\$1.00	\$48,400.00	\$0.50	\$24,200.00	\$0.50	\$24,200.00	\$1.00	\$48,400.00
E-5	500	SY	Soil Retention Blanket (TRM) Installation and Maintenance	\$8.00	\$4,000.00	\$6.00	\$3,000.00	\$1.25	\$625.00	\$8.50	\$4,250.00	\$10.00	\$5,000.00
E-6	2	EA	Erosion Control Dewatering System Installation and Maintenance	\$4,000.00	\$8,000.00	\$6,000.00	\$12,000.00	\$1,500.00	\$3,000.00	\$3,000.00	\$6,000.00	\$7,900.00	\$15,800.00
E-7	1,027	LF	Tree Protection Installation and Maintenance	\$4.00	\$4,108.00	\$2.75	\$2,824.25	\$3.00	\$3,081.00	\$3.50	\$3,594.50	\$4.50	\$4,621.50
E-8	0.0	Ac	Clearing, Mulching, and Tree Fertilization	\$15,000.00	\$0.00	\$10,000.00	\$0.00	\$0.00	\$17,600.00	\$0.00	\$0.00	\$6,700.00	\$0.00
E-9	1,000	LF	Orange Construction Fence	\$3.20	\$3,200.00	\$1.50	\$1,500.00	\$2.00	\$2,000.00	\$3.00	\$3,000.00	\$2.50	\$2,500.00
W-1	6,196	LF	20-Inch Water Transmission Main Unrestrained	\$110.00	\$681,560.00	\$117.00	\$693,952.00	\$147.00	\$910,812.00	\$144.00	\$892,224.00	\$130.00	\$805,480.00
W-2	1,815	LF	20-Inch Water Transmission Main Restrained	\$124.00	\$225,060.00	\$172.00	\$312,180.00	\$179.00	\$324,885.00	\$170.00	\$308,550.00	\$210.00	\$805,480.00*
W-3	372	LF	30-Inch Steel Encasement Pipe Installation	\$500.00	\$186,000.00	\$515.00	\$191,580.00	\$485.00	\$180,420.00	\$650.00	\$241,800.00	\$650.00	\$241,800.00
W-4	55	LF	12-Inch Waterline	\$70.00	\$3,850.00	\$100.00	\$5,500.00	\$36.00	\$1,980.00	\$165.00	\$9,075.00	\$170.00	\$9,350.00
W-5	5	EA	20-Inch Gate Valve	\$25,600.00	\$128,000.00	\$19,000.00	\$95,000.00	\$13,400.00	\$67,000.00	\$13,000.00	\$65,000.00	\$18,000.00	\$90,000.00
W-6	1	EA	12-Inch Gate Valve	\$4,400.00	\$4,400.00	\$3,000.00	\$3,000.00	\$5,650.00	\$5,650.00	\$2,500.00	\$2,500.00	\$4,200.00	\$4,200.00
W-7	6	EA	3-Inch Air Release Valve	\$13,500.00	\$81,000.00	\$11,000.00	\$66,000.00	\$9,630.00	\$57,780.00	\$10,000.00	\$60,000.00	\$9,800.00	\$58,800.00
W-8	6	EA	6-Inch Hydrant Assembly	\$9,900.00	\$59,400.00	\$12,000.00	\$72,000.00	\$4,400.00	\$26,400.00	\$6,000.00	\$36,000.00	\$5,800.00	\$34,800.00
W-9	2	EA	8-Inch Insert Valve	\$12,000.00	\$24,000.00	\$15,000.00	\$30,000.00	\$15,000.00	\$30,000.00	\$13,000.00	\$26,000.00	\$12,000.00	\$24,000.00
W-10	3	EA	8-Inch Gate Valve	\$2,700.00	\$8,100.00	\$2,000.00	\$6,000.00	\$5,000.00	\$15,000.00	\$1,600.00	\$4,800.00	\$2,800.00	\$8,400.00
W-11	772	LF	Additional Cut/Back fill	\$42.00	\$32,424.00	\$45.00	\$34,740.00	\$20.00	\$15,440.00	\$12.00	\$9,264.00	\$200.00	\$154,400.00
W-12	1	LS	Connection Sta. 56+58	\$20,100.00	\$20,100.00	\$14,000.00	\$14,000.00	\$9,000.00	\$9,000.00	\$3,200.00	\$3,200.00	\$6,000.00	\$6,000.00
W-13	1	LS	Connection Sta. 58+83	\$19,000.00	\$19,000.00	\$13,000.00	\$13,000.00	\$4,000.00	\$4,000.00	\$3,400.00	\$3,400.00	\$22,000.00	\$22,000.00
W-14	1	LS	Connection Sta. 92+05	\$6.00*	\$6.00	\$10,000.00	\$10,000.00	\$10,000.00	\$10,000.00	\$5,300.00	\$5,300.00	\$15,000.00	\$15,000.00
W-15	1	LS	Connection Sta. 112+69	\$11,800.00	\$11,800.00	\$8,000.00	\$8,000.00	\$9,000.00	\$9,000.00	\$5,300.00	\$5,300.00	\$15,000.00	\$15,000.00
W-16	4	EA	Concrete Retard	\$1,500.00	\$6,000.00	\$700.00	\$2,800.00	\$200.00	\$800.00	\$800.00	\$3,200.00	\$840.00	\$3,360.00
W-17	20	LF	Driveway Repair	\$220.00	\$4,400.00	\$100.00	\$2,000.00	\$200.00	\$4,000.00	\$75.00	\$1,500.00	\$990.00	\$7,800.00
T-1	1	LS	Traffic Control	\$12,000.00	\$12,000.00	\$25,000.00	\$25,000.00	\$27,000.00	\$27,000.00	\$13,000.00	\$13,000.00	\$19,000.00	\$19,000.00
T-2	8,030	LF	Trench Safety	\$2.50	\$20,075.00	\$1.00	\$8,030.00	\$0.01	\$80.30	\$1.00	\$8,030.00	\$14.00	\$112,420.00
T-3	50	LF	Replace Existing Irrigation Line	\$75.00	\$3,750.00	\$25.00	\$1,250.00	\$100.00	\$5,000.00	\$50.00	\$2,500.00	\$19.00	\$950.00
TOTAL SEGMENT B & C:					\$1,661,723.00		\$1,686,866.25		\$1,770,178.30		\$1,763,812.50		\$4,763,356.50

Total Base Bid Segment A and Segment B & C \$2,269,522.10 \$2,296,018.50 \$2,313,549.42 \$2,353,171.50 \$2,899,501.00

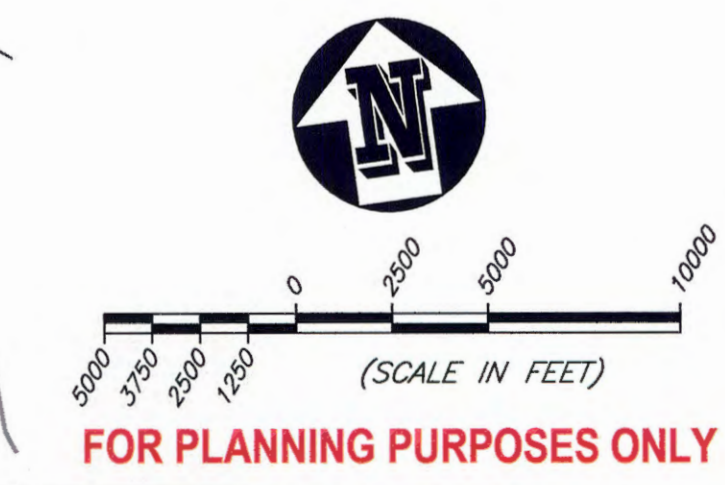


**C.I.P. PROJECTS LEGEND**

- SYSTEM WIDE  
 PROPOSED  
 EXISTING
- S.H. 71 SYSTEM  
 PROPOSED  
 EXISTING
- U.S. 290 SYSTEM  
 PROPOSED  
 EXISTING

**LEGEND**

- WEST TRAVIS COUNTY P.U.A. WATER SYSTEM BOUNDARY
- WEST TRAVIS COUNTY P.U.A. PRELIMINARY RETAIL PLANNING AREA
- EXISTING FACILITIES AND FACILITIES PROPOSED IN C.I.P. PLANS
- EXIST. WHOLESALE CUSTOMERS
- REIMBURSEMENT OBLIGATIONS
- EXIST. WHOLESALE CUSTOMERS WITH REIMBURSEMENT OBLIGATIONS



**ADDITIONAL EXISTING C.I.P.**

- GROUNDWATER FEASIBILITY STUDY
- RAW WATER LINE & WTP EXPANSION PER
- S.H. 71 WATER SYSTEM MODELING
- U.S. 290 WATER SYSTEM MODELING

**ADDITIONAL PROPOSED C.I.P.**

- IMPACT FEE STUDY
- S.H. 71 WATER SYSTEM MODELING & ANALYSIS

**MEC**  
 Murfee Engineering Company

**WEST TRAVIS COUNTY P.U.A.**  
 WATER C.I.P. EXHIBIT

1101 Capital of Texas Highway South, Building D, Suite 110, Austin, Texas 78746 (512) 327-6294  
 Texas Registered Engineering Firm F-353  
 FILE/LAYOUT: 01182011-02-16-CP-10174.dwg(2/20) DATE: 11/18/2011 DRAWN: JMM



## **V. STAFF REPORTS**

# ITEM A

General Manager's Report  
February 15, 2018

1. Completed review of John Carrell easement mark-ups and returned comments January 11, 2018. Continuing to work with Legal and MEC on finalizing Agreement.
2. Lake Pointe HOA Board Meeting on January 15, 2018 to provide update on PUA Operations, WWTP rehabilitation project, and second raw water line.
3. Took tour of four potential office properties on January 17, 2018, vacant space in Triton Center on January 26, 2018, and Gateway to Falconhead office buildings on February 6, 2018.
4. Meeting with Murfee Engineering and Half Associates to work on updates and additions to Service Development Water Quality Policies, January 19, 2018.
5. Meeting with Bill Goodwin and Jennifer Riechers to review PUA Facts presentation and address customer comments, January 22, 2018.
6. Attended weekly Operations Meetings January 23 and January 30, 2018.
7. Bid opening for 1340 Transmission Main, January 23, 2018. Crew Control Road Utility low bid at \$2,286,016.10. Engineer's estimate \$2,360,000.
8. Meeting with staff to finalize implementation plan for improved tracking and billing of SER engineering and legal fees, January 24, 2018.
9. Uplands WTP & High Service Pump Station Improvements Project - 30% Plan Review Meeting, January 25, 2018.
10. Customer Service training on selective operations functions, January 25, 2018. Developing written SOPs and answers to customer FAQs.
11. Monthly Customer Service meeting January 26, 2018.
12. Meeting with Darden Hill Storage for SER, January 31, 2018.
13. Temporarily suspended effluent billing due to ponds being at mandatory take levels, January 31, 2018.
14. WTCPUA Tanks & Pump Station Coating Project- Progress Meeting February 1, 2018.
15. Lake Pointe WWTP Improvements Project - Progress Meeting February 1, 2018.
16. Attended CTWEN Water Conservation Symposium February 1, 2018.
17. Meeting with Anthem at Ledgestone for SER, February 5, 2018.

18. Meeting with MEC to discuss Southwest Parkway Pump Station and Tank expansion project, February 7, 2018.
19. Developed annual goals and objectives for management staff, and initiated DISC personality and management development training for supervisory staff.
20. Implemented plan for more comprehensive, quantitative odor control monitoring in Lake Pointe, including adding odor loggers at plant and using portable odor loggers to respond to customer inquiries.
21. Developed aged meter replacement policy and plan for replacing remaining manual read meters with AMR meters.
22. Completed update to Purchasing Policy for Board approval.
23. Initiated upgrade to WTCPUA web site through third party vendor, Rural Water Impact.
24. Implemented formal backflow notification and database management program for 250 high hazard, commercial customers to ensure full compliance with TCEQ regulations. Using third party vendor, BSI.
25. Continued to work on Parten Ranch NSSA Amendment 2 and BHM Highpointe Developer Agreement Amendment 3.

## **ITEM B**

**Budget to Actual Schedule**  
**General Operating Fund**  
**For the 3 Months Ended December 31, 2017**

	YTD Actual	Annual Budget	% of Annual Budget	Comments
<b>Revenues:</b>				
Water	\$ 4,959,691	\$ 20,511,000	24.2%	
Wastewater	1,197,803	5,288,000	22.7%	
Interest Income & Other	6,055	54,000	11.2%	
<b>Total Revenues</b>	<b>\$ 6,163,549</b>	<b>\$ 25,853,000</b>	<b>23.8%</b>	
<b>Expenditures:</b>				
Water	\$ 1,098,081	\$ 4,509,000	24.4%	
Wastewater	420,912	1,429,000	29.5%	
Billing System & Support	21,296	125,000	17.0%	
Insurance	146,749	160,000	91.7%	full year paid upfront
Occupancy	42,900	174,000	24.7%	
Salaries and Benefits	748,236	3,160,000	23.7%	
Professional Services				
General Counsel	43,001	165,000	26.1%	
Litigation	31,603	250,000	12.6%	
Engineering	109,958	200,000	55.0%	general, mapping & emerg int work
Rate Consultant	-	50,000	0.0%	
Public Relations	469	10,000	4.7%	
IT Support Services	12,524	48,000	26.1%	
Auditor	-	52,000	0.0%	
Vehicle Expense	29,952	76,700	39.1%	
Office Equipment & Supplies	6,036	60,000	10.1%	
Software Licenses	13,162	20,000	65.8%	
Training	847	20,000	4.2%	
Other Expenses	13,763	139,100	9.9%	
Capital Outlay	107,998	500,000	21.6%	Roof, generator, 2 trucks
Bad Debt Expense	-	100,000	0.0%	
<b>Total Expenditures</b>	<b>\$ 2,847,487</b>	<b>\$ 11,247,800</b>	<b>25.3%</b>	
<b>Excess (Deficit)</b>	<b>\$ 3,316,062</b>	<b>\$ 14,605,200</b>		
<b>Transfers Out:</b>				
Debt Service Fund	\$ 2,530,000	\$ 10,120,000	25.0%	
Facilities Fund	632,500	2,530,000	25.0%	
<b>Total Transfers Out</b>	<b>\$ 3,162,500</b>	<b>\$ 12,650,000</b>	<b>25.0%</b>	
Net Increase (Decrease)	\$ 153,562	\$ 1,955,200		
Fund Balance-Beginning	10,126,263	10,126,263		
Fund Balance-Ending	<b>\$ 10,279,825</b>	<b>\$ 12,081,463</b>		

**Balance Sheets**  
**All Funds-Modified Accrual Basis**  
**As of December 31, 2017**

	<b>General Operating Fund</b>	<b>Debt Service Fund</b>	<b>Facilities Fund</b>	<b>Rate Stabilization Fund</b>	<b>Impact Fee Fund</b>	<b>Capital Projects Fund</b>	<b>Total</b>
<b>Assets:</b>							
Cash equivalents and CDs	\$ 9,952,565	\$ 19,081,549	\$ 5,855,058	\$ 2,972,902	\$ 29,804,795	\$ 24,485,055	\$ 92,151,924
Accounts receivable, net	3,331,270	-	-	-	-	-	3,331,270
Due from other funds	352,007	-	794,350	-	1,016,825	113,194	2,276,376
Other assets	18,053	3,532	-	-	-	116,981	138,566
Total Assets	13,653,895	19,085,081	6,649,408	2,972,902	30,821,620	24,715,230	97,898,136
<b>Liabilities:</b>							
Accounts payable	935,926	-	-	-	-	-	935,926
Accrued expenses	400,104	-	-	-	-	-	400,104
Due to other funds	1,496,665	-	229,285	-	22,771	527,655	2,276,376
Deposits	541,375	-	-	-	707,210	-	1,248,585
Total Liabilities	3,374,070	-	229,285	-	729,981	527,655	4,860,991
Fund Balances-Beginning	10,126,263	17,030,878	5,812,776	2,972,864	27,633,005	24,650,172	88,225,958
Excess (Deficit)-YTD	153,562	2,054,203	607,347	38	2,458,634	(462,597)	4,811,187
<b>Fund Balances-Ending</b>	<b>\$ 10,279,825</b>	<b>\$ 19,085,081</b>	<b>\$ 6,420,123</b>	<b>\$ 2,972,902</b>	<b>\$ 30,091,639</b>	<b>\$ 24,187,575</b>	<b>\$ 93,037,145</b>

General Fund Liquidity Ratio  
Current Assets/Current Liabilities = 4.05

# ITEM C



**ENGINEERING PROJECT STATUS UPDATE**  
**FEBRUARY 15, 2018, BOARD MEETING**  
**Page 1 of 4**

**SER UPDATE(S):**

UNDER REVIEW/PENDING:

- Beerburg Brewery (11 LUE's) – P. Powers
  - Board Approval, February Board
- Pure Wash Car Wash (6 LUE's) – J. Coker
  - Coordination with Engineer on-going to determine usage

CONSTRUCTION PLAN REVIEW:

- Anthem at Ledge Stone (67 LUE's) – J.A. Coker
  - Review complete, comments provided 2/6/18
  - Submittal revised plans pending
- Ethan's View:
  - Revised plans received 2/1/18, pending review
  - Anticipate Construction during 1<sup>st</sup> Quarter 2018
- Bloom Project
  - Revised plans received 2/1/18, pending review
  - Anticipate Construction during 1<sup>st</sup> Quarter 2018
- Bee Cave Parkway:
  - Revised plans received 2/1/18, pending review
  - Anticipate Construction during 1<sup>st</sup> Quarter 2018
- Highpointe Phase I, Section 3A (73 – LUE's) – J.A. Coker
  - Construction Plan Review Complete, comments provided 1/12/18
  - Submittal revised plans pending
- Darden Hill Storage, (1 LUE) – R. Ramirez
  - Review complete, comments provided 1/31/18
  - Submittal revised plans pending
  - NSSA Pending
- Bee Cave Medical /Office Professional Park ( 4 LUE's – Water; 3 LUE's WWater) – P. Powers
  - Complete, comments provided, revised plans received, signed off 1/31/18
- Rutherford West Section 5
  - Construction Plan Review in Cue for review
- Ledgestone Phase II (28 LUE's) – P. Powers
  - Pending submittal of Construction Plans

**ENGINEERING PROJECT STATUS UPDATE**  
**FEBRUARY 15, BOARD MEETING**  
**Page 2 of 4**

CLOSE-OUTS:

- No close-outs Pending at this time

**In-House Design**

- Force Main Air Release Valve – Odor Control Filter
  - Staff monitoring/recording H<sub>2</sub>S Levels for equipment sizing

**CIP:**

**CP&Y:**

- Lake Pointe Plant Improvements
  - PrimeSpec
  - Construction In-Progress, Construction Progress Meetings on-going
  - Substantial Completion, April 2018 (includes additional days – CO's 1 & 2)
  - Change Order 1 - \$15K – Guide Rails EQ Basins; additional days – 15
  - Change Order 2 - \$6.5K – Sole Plates; additional days – 14
  
- Tank and Pump Station Coating Improvements
  - Bid Opening – 11/1/17
  - CFG Industries – \$655K
  - Board Approval – 11/16/17
  - Construction In-Progress, Construction Progress Meetings on-going
  
- Uplands WTP Trident Office Building & Improvements
  - 30% Design Submittal received 12/21/17
  - Design Review meeting held on 1/25/18
    - Review comments due by close by 2/9/18
  - Design Completion – March, 2018
  
- MH Rehab:
  - TM received and reviewed, rehab method selected
    - FRP manhole liner recommendation was accepted
  - Anticipate Final Design Submittal February, 2018
  
- Effluent Line (Park at Bee Cave)
  - Proposal Board Approval, December
  - Design On-going
  - Anticipate 30% Submittal March, 2018

**ENGINEERING PROJECT STATUS UPDATE**  
**FEBRUARY 15, BOARD MEETING**  
**Page 3 of 4**

**CIP: (con't)**

**Murfee:**

- Raw Water Intake Expansion and Rehabilitation
  - Payton Construction, Inc. - \$1.13M
  - Construction in Progress
  
- 1340 Elevated Storage Tank:
  - Landmark Structures - \$1.66M
  - Construction In-Progress
  
- 1340 Transmission Main
  - Bid Opening held on 1/23/18
  - Bid Award Pending
  
- Bee Cave 1080 Transmission Main
  - PER received, comments provided, responses received
  - Board Approval, December Board
  - Project Schedule Pending
  
- Southwest Parkway Ground Storage Tank
  - Design Memorandum Pending outcome of Tank Evaluation of Interior Roof Structure
    - Boswell & Reyes International performing inspection on 1/9/18
  - Project Schedule Pending
  
- Second Raw Water Line No. 2:
  - Design documents pending, submittal due January, 2018
  - USFWS comments received, response pending
  - Project Schedule Pending
  
- Southwest Parkway Pump Station Expansion:
  - On-going coordination with City of Austin
    - Chapter 245 Application
  - Project Schedule Pending
  
- Home Depot Pump Station Conversion and Rehabilitation (1280 Pressure Plane Improvements)
  - Work Order Board Approval, December Board
  - Project Schedule Pending
  
- West Bee Cave Pump Station Ground Storage Tank No. 2
  - Work Order Board Approval, December Board
  - Project Schedule Pending

**ENGINEERING PROJECT STATUS UPDATE  
FEBRUARY 15, 2018 BOARD MEETING  
PAGE 4 OF 4**

**CIP: (con't)**

**Murfee:**

- Wastewater Permit Major Amendment:
  - Submittal (Application Package) to TCEQ - December 15, 2017
  - Project Schedule Pending
  
- Bohl's WWTP Expansion:
  - Positive feedback from City of Bee Cave regarding Pre-submittal
  - Project Design on-going
  - Project Schedule Pending
  
- Beneficial Water Recycling Project
  - Sampling ongoing
  - Project Design on-going
  
- Other:
  - 2018 Impact Fee Study
  - Project Schedule Pending



Partners for a Better Quality of Life

February 5, 2018

Mr. Robert Pugh, General Manager  
West Travis County Public Utility Agency  
12117 Bee Cave Road  
Building 3, Suite 120  
Austin, TX 78738

RE: WTCPUA Project Status Summary – February 2018 Update – Project 1701007.00

Dear Rob:

Please find the following status report for the active CP&Y projects for which I am project manager:

1. Manhole Rehabilitation from Bayton Drive to Lake Pointe WWTP – The project continued with developing plans, technical specifications and an Opinion of Probable Construction Cost (OPCC) based on the fiberglass-reinforced polymer manhole insert recommendation.
2. The Park at Bee Cave Effluent Connection – The project kicked off with project setup, alignment review, and performing the topographic survey.

Thank you and should you have any questions please call me at 512-492-6823 or at [rowen@cpyi.com](mailto:rowen@cpyi.com) for written communications.

Sincerely,  
CP&Y, Inc.

A handwritten signature in blue ink that reads 'Ryan Owen'.

Ryan Owen, PE  
Project Manager

13809 Research Boulevard, Suite 300  
Austin, Texas 78750

(p) 512.349.0700 · (f) 512.349.0727  
[www.cpyi.com](http://www.cpyi.com)





Partners for a Better Quality of Life

February 7, 2018

Mr. Robert Pugh, General Manager  
West Travis County Public Utility Agency  
12117 Bee Cave Road  
Building 3, Suite 120  
Austin, TX 78738

Re: WTCPUA Project Status Summary – February 2018 – Project Nos. 23008 & 1800076

Dear Rob:

Please find the following status report for the active projects on which I am project manager that CP&Y(The Wallace Group) is currently working with you.

1. Lake Pointe WWTP Improvements – The general contractor, PrimeSpec Constructors, completed installation of the new pump bases (2) and guiderail systems (2) in Plant #2 EQ on December 2, 2017. They installed the new sole plates for the vertical turbine effluent pump (#3 & #4) and also re-installed pump #3, which is now operational. Pump #2 is currently under construction to install the new pump base and will undergo vibration analysis and calibration during the week of February 12. Pump #2 will be placed into service once it passes all testing. Vibration analysis on pump #4 revealed an upper bearing problem and that pump is currently undergoing repair. Once pump #4 is repaired, installed and operating correctly, the Contractor will then proceed to install the remaining new pump base on pump #1. The chlorine contact basin new baffle walls and work is currently underway. Installation and coating of the new baffles walls and supports is complete and will be returned to operation the week of February 5. The new chlorination piping and diffuser will be installed at the same time, which will allow the basin and entire Plant #2 to be returned to operation. Due to weather and delays in fabricating and shipping the new mechanical bar screen, the project is projected to start up at the end of May 2018. The project's original startup date was April 11, 2018.
2. Tank & Pump Station Recoating Project (eight locations) – This project began construction on December 4, 2017. The Contractor, CFG Industries, LLC located in Magnolia, Texas, completed work on the Dripping Springs elevated storage tank (EST) the week of January 29, 2017. They will begin work on the Crystal Mountain EST during the week of February 5, 2018. The project has a substantial completion date of September 12, 2018. The Contractor currently anticipates finishing construction by the end of June 2018.
3. Uplands WTP & High Service Pump Station Renovations – This project began in December 2017 with the design team conducting site visits and beginning preliminary design efforts. The Engineer is currently awaiting review comments on the 30% project design and will subsequently proceed with completing 60% project design documents, thereafter, which will be submitted in March.

Thank you and should you have any questions please call me at 512-492-6855 or at [swetzel@cpyi.com](mailto:swetzel@cpyi.com) written communications.

200 West Highway 6, Suite 620  
Waco, Texas 76712  
TBPE # F-1741  
TBPLS # 10194124  
(p) 254.772.9272 · (f) 254.776.2924  
[www.cpyi.com](http://www.cpyi.com)



Sincerely,



Scott C. Wetzel, PE  
Vice President  
CP&Y, Inc.

Cc: File 23008 & WTCP1800076





# MURFEE ENGINEERING COMPANY, INC.


Texas Registered Firm No. F-353  
1101 Capital of Texas Hwy., South, Bldg, D  
Austin, Texas 78746  
(512) 327-9204

## M E M O R A N D U M

---

**DATE:** February 7<sup>th</sup>, 2018

**TO:** BOARD OF DIRECTORS – WEST TRAVIS COUNTY PUBLIC UTILITY AGENCY

**FROM:** Dennis Lozano, P.E. 

**RE:** Capital Improvements Plan Projects Update – February 2018

**CC:** Robert Pugh, P.E. – WTCPUA General Manger  
George Murfee, P.E.

**MEC File No.: 11051.12**

---

A written summary of all CIP projects that are currently underway is provided below with a tabular summary following.

### **Raw Water Line No. 2**

A response to comments from the Southwest Region Office received was submitted and has been routed back through the local office to Albuquerque. Draft design documents have been prepared and are being refined. Construction initiation is not practical for prior to the March 1<sup>st</sup> start of the Goldend-Cheeked Warbler nesting season, so the target for Notice to Proceed issuance has been moved to October.

### **Wastewater Permit Major Amendment**

Administrative and preliminary technical comments have been received and are mostly non-substantive. A response will be submitted this month.

### **Beneficial Water Recycling Project**

The sampling protocol is coming to a close and results are being catalogued and digitized as they are received. The analysis results lag a month or two so it will be the beginning of Q2 before the full source water characterization is complete. The design process is well underway and preliminary mechanical drawings have been completed and are under review along with cross-referencing between unit processes and equipment.

### **1340 Transmission Main**

An agreement for the final pending easement is in negotiation. A Recommendation of Award is presented under a separate agenda item.

### **1340 Elevated Storage Tank**

Initial submittals processing is underway and the contractor is making preparations for mobilization to the site.

### **Raw Water Intake Expansion and Rehabilitation**

The project is in the submittal review process for long-lead equipment. Exploratory dives to investigate the condition of the existing intake screen were conducted and video has been analyzed in order to answer contractor questions.

### **Bohls WWTP Expansion Design**

The site layout has been completed and site permit drawings are nearing completion. Individual unit processes have been analyzed with only aeration equipment remaining and we have begun detailed mechanical drawings for the individual components of the treatment works.

### **Southwest Parkway Pump Station Expansion**

Coordination with the LCRA and The Nature Conservancy is ongoing and we are in the process of securing documentation to provide to the City of Austin that the Nature Conservancy acknowledges and consents to the inclusion of a portion of their property in our site plan application. The property will not be used for construction or included in the limits of construction for any purpose, but will remain an “undisturbed area” in perpetuity. A meeting to discuss tank type alternatives and geometry selection was held on February 7<sup>th</sup> and some additional information will be provided along with a final recommendation.

### **1080 Transmission Main**

Using the recommended alternative alignment from the Preliminary Engineering Report, landowner information has been confirmed and updated and draft Right of Entry forms along with transmittal letters have been prepared for review to begin the easement identification and acquisition process. More in-depth subsurface utility information gathering is underway and additional field work is imminent to begin the detailed alignment establishment.

### **Home Depot Pump Station Rehabilitation**

We have conducted site visits to catalog equipment and document the pump station in detail as well as reviewed original design drawings and all record information. Additionally, an operational strategy has been formulated and discussed with the electrical engineer. Pump alternatives selection is underway.

## **West Bee Cave Pump Station Ground Storage Tank No. 2**

Draft site development permit drawings have been prepared and submitted to the WTCPUA for review. A meeting to discuss tank type was held on February 7<sup>th</sup> and some additional analysis will be conducted prior to a final recommendation.

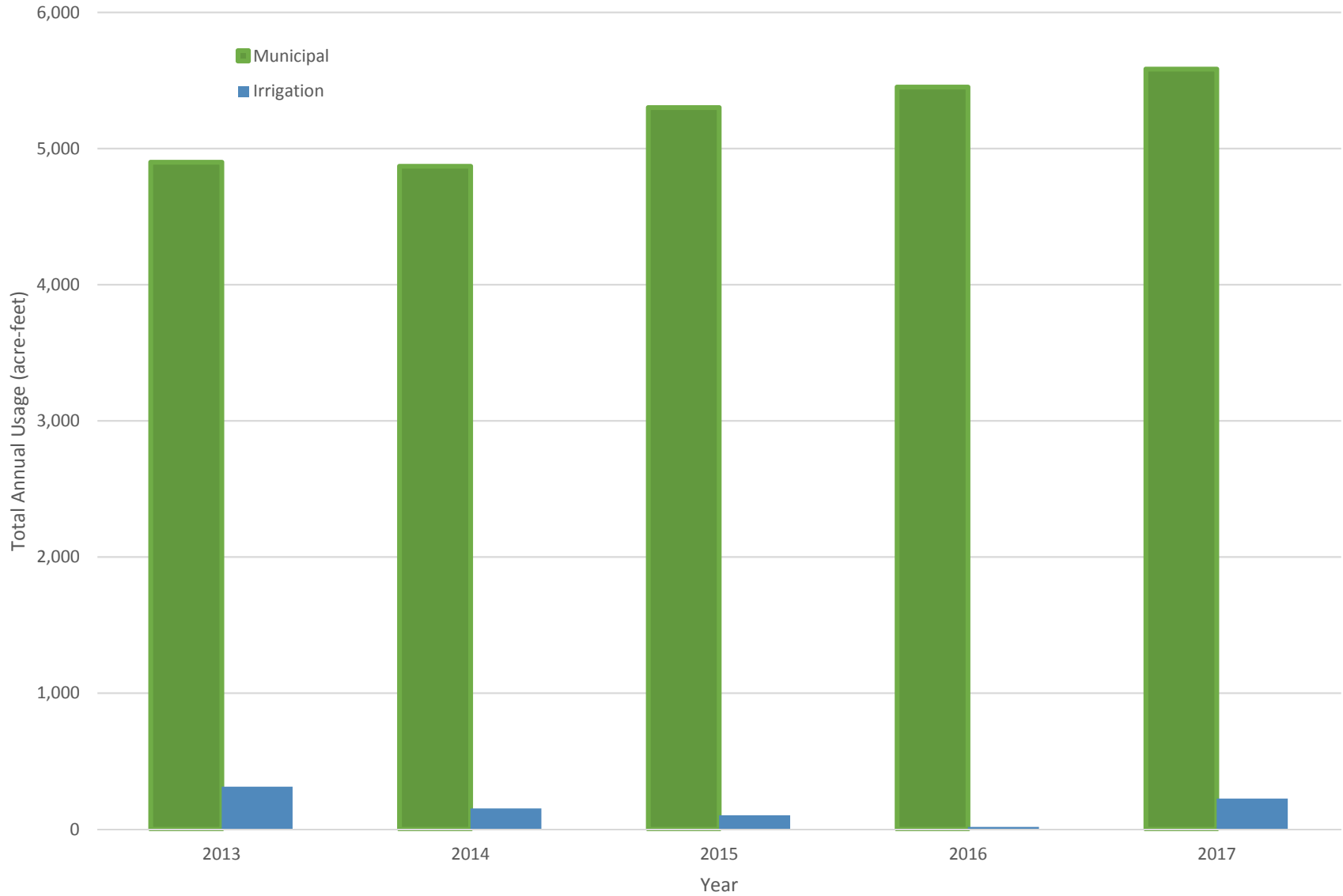
## CIP PROJECTS SUMMARY TABLE

Project	Phase	Original Budget	Total Change Orders	Revised Budget*	Percent Complete (Phase)	Estimated Completion Date	
						Phase	Project
Raw Water Line No. 2	Permitting	\$495,560	\$52,900	\$548,460	99%	Q1 2018	Q3 2019
	Design	\$350,707	N/A	N/A	80%	Q2 2018	Q3 2019
Wastewater Permit Major Amendment	Administrative Review	\$51,000	\$99,000	\$150,000	99%	Q3 2017	2018-2019
1080 Transmission Main	Design & Easement Acquisition	\$356,750	N/A	N/A	4%	Q3 2018	Q4 2019
Beneficial Water Recycling Project	Permitting & Design	\$475,000	N/A	\$475,000	85%	Q2 2018	Q4 2018
1340 Transmission Main	Procurement	\$280,730.00	N/A	\$280,730	100%	Q1 2018	Q4 2018
1340 Elevated Storage Tank	Construction	\$1,729,000	N/A	\$1,729,000	8%	Q1 2019	Q1 2019
RWI Expansion & Rehab	Construction	\$1,132,000	N/A	\$117,480	10%	Q2 2018	Q2 2018
Bohls WWTP Expansion	Permitting & Design	\$481,000	N/A	\$481,000	40%	Q4 2018	Q4 2019
SWPPS Expansion	Permitting & Design	\$161,000	N/A	\$161,000	85%	Q4 2017	Q3 2018
Home Depot PS Rehab	Design	\$78,860	N/A	\$78,860	50%	Q2 2018	Q4 2018
West Bee Cave PS GST 2	Permitting & Design	\$162,350	N/A	\$162,350	25%	Q2 2018	Q1 2019

- - Does not include legal or other consulting fees unless they are sub-consultants to MEC

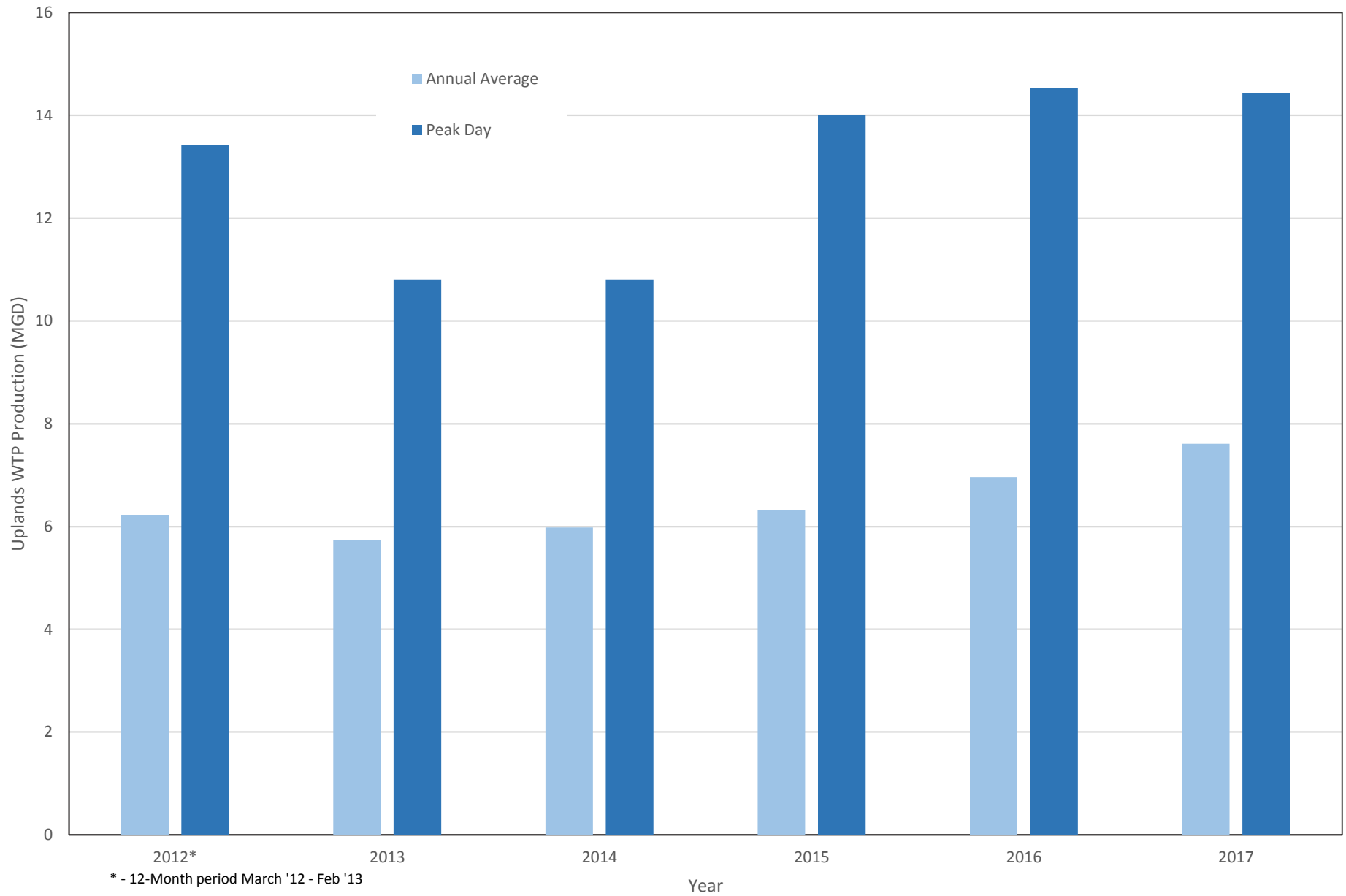


## WTCPUA-Raw Water Usage by Contract

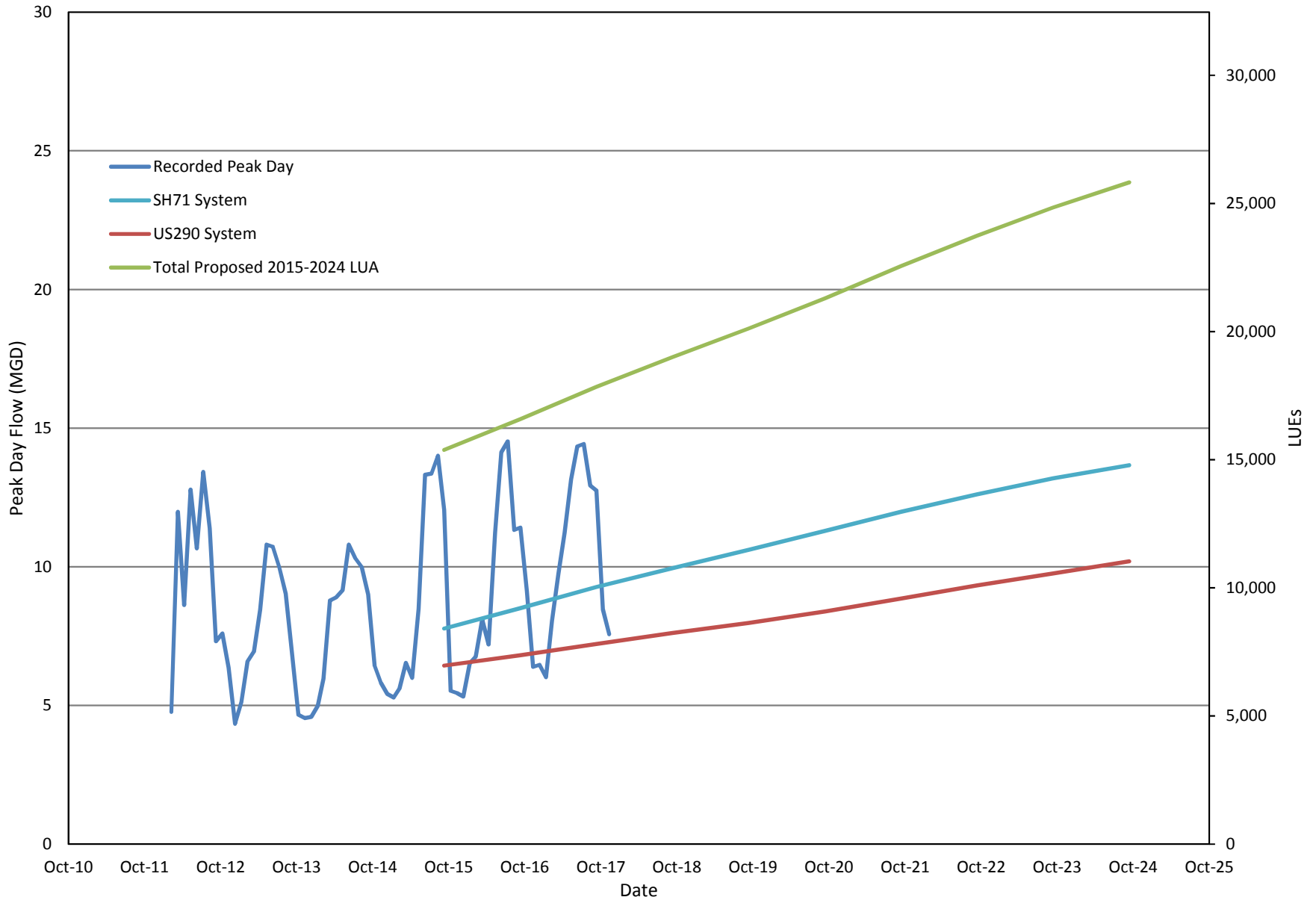


Murfee Engineering Company, Inc.  
Texas Registered Firm No. F-353  
1101 Capital of Texas Hwy., S.  
Bldg. D, Ste. 110  
Austin, Texas 78746

## Uplands Water Treatment Plant Production

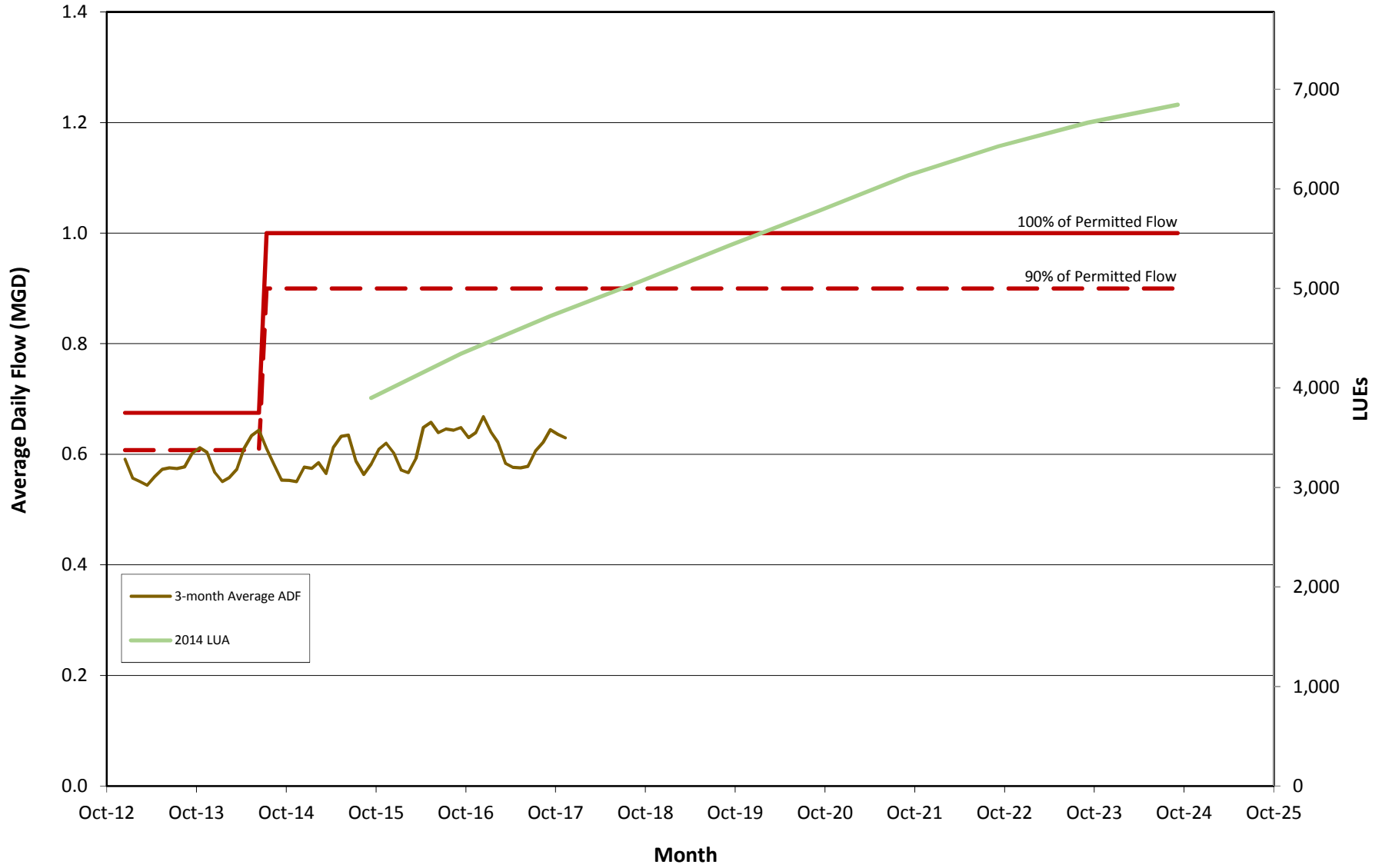


### WTCPUA 2014 LUA Comparison - Water



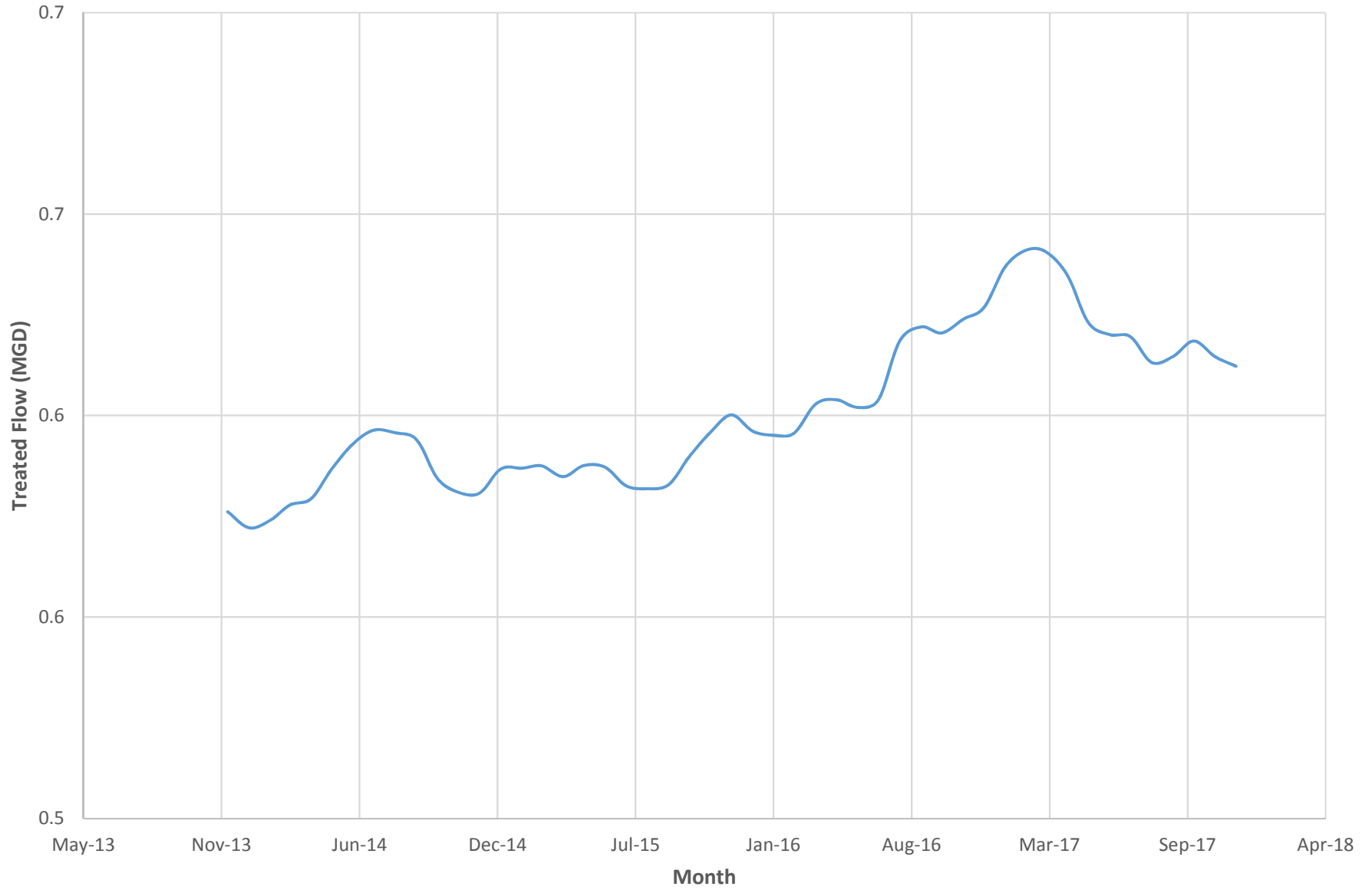


### WTCPUA Wastewater System 2014 LUA Comparison - Wastewater

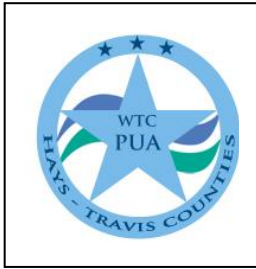


Murfee Engineering Company, Inc.  
Texas Registered Firm No. F-353  
1101 Capital of Texas Hwy., S., Bldg. D  
Austin, Texas 78746

### WTCPUA Combined Wastewater Flows - Rolling Annual Average



# ITEM D



## WEST TRAVIS COUNTY PUBLIC UTILITY AGENCY

12117 Bee Cave Road  
Building 3, Suite 120  
Bee Cave, Texas 78738  
Office: 512/263-0100  
Fax: 512/263-2289  
wtcpua.org

# Operations Report

February 8, 2018

## Executive Summary

There are several active projects in progress throughout the system. We are coordinating our operations and working closely with the below contractors on the following projects.

1. CFG Industries - Tank & Pump Recoating Project
2. Payton Construction - RWI Expansion and Rehabilitation
3. Prime Spec Construction - LKPT WWTP 2017 Improvements
4. Landmark Structures - 1340 Elevated Storage Tank

## Critical Issues

The effluent ponds remain within mandatory take levels. Effluent water reports are sent out weekly to help TLAP users manage their irrigation practices. We will continue to closely monitor effluent delivery and supply during this period.

## Environmental Compliance

All TCEQ compliance parameters were within State limits during the month of January 2018. Please see the below process control summaries for the Water Treatment Plant and both Wastewater Treatment Plants.

### Process Overview of Month:

Water Treatment Plant	Actual
AVG Raw Water	5.15 MGD
AVG Treated Water	4.84 MGD
PEAK Treated Water	5.49 MGD
AVG CFE Turbidity	0.10 NTU
AVG Chlorine	3.05 mg/l

Lake Point WWTP	Actual	Permit Limit
AVG Flow	0.452 MGD	0.675 MGD
MAX Flow	0.623 MGD	
AVG BOD	3.33 mg/l	5 mg/l
AVG Fec.Coli	2.67 mg/l	20 mg/l
AVG NH3	1.32 mg/l	2 mg/l
AVG Turbidity	1.60 mg/l	3 mg/l

<b>Bohls WWTP</b>	<b>Actual</b>	<b>Permit Limit</b>
AVG Flow	0.197 MGD	0.325 MGD
MAX Flow	0.295 MGD	
AVG BOD	3.22 mg/l	5 mg/l
AVG Fec.Coli	10.44 mg/l	20 mg/l
AVG NH3	1.36 mg/l	2 mg/l
AVG Turbidity	1.00 mg/l	3 mg/l

### **Other Performance Measures**

During the month of January approximately 233,000 gallons of water was flushed from different areas of the system. The flushing program moves water through the system and helps improve water quality.

### **Public Relations**

A scholastic group called Zepher Environmental toured the WWTP at Bohls on February 2<sup>nd</sup>. A group of 15 toured the facility were provided information about the treatment process.

### **Safety Performance**

There were zero reportable injuries for the month of January 2018.

Safety topic(s) this month:

- Welding and Cutting

### **Personnel**

Mr. Brandum Pierson, WWTP Operator last day of employment was February 7, 2018. Mr. Pierson provided a 2 week notice and completed employee separation procedures.

The WWTP Operator position was advertised, and several qualified candidates have applied. We expect to fill this vacancy very soon.

### **Miscellaneous**

- The low flow PRV at Kemp Hills was replaced. Both high and low flow PRV's at that site have been replaced and are operating normal.
- Texas Tier II annual chemical reporting for hazardous chemical inventory was completed. Due date is March 1<sup>st</sup>.
- TCEQ Water Use Report for year ending 2017 was completed. Due date is March 1<sup>st</sup>.
- An air release odor control valve was received and will be installed to a sewer force main the runs along Bee Cave Rd near Reimes Ct. The unit will connect directly to the ARV to help prevent odors and help prevent further manhole corrosion.

# West Travis County Public Utility Agency Billing Summary Report



*\*This report contains estimates of monthly billing data based upon information at the time of report preparation. This report is not based upon audited information. Additionally, monthly billing adjustments may not be reflected on this report. This is prepared for trending purposes only. For final billed revenues net of adjustments, please see the monthly bookkeepers report.*



**Summary of Retail Billed Revenues  
Water Utility**

Bee Cave District	December 11/9-12/8	January 12/1-9	February 1/10-2/8	March 2/9-3/9	April 3/10-4/7	May 4/8-5/9	June 5/10-6/8	July 6/9-7/10	August 7/11-8/8	September 8/9-9/8	October 9/9-10/9	November 10/10-11/9	December 11/10-12/8	12 Month Total
Commercial Water	\$ 25,020	\$ 19,143	\$ 18,445	\$ 21,223	\$ 26,176	\$ 23,768	\$ 25,066	\$ -	\$ 32,160	\$ 32,463	\$ 41,543	\$ 35,189	\$ 23,529	\$ 323,725
Commercial Base Water	21,651	21,660	21,900	22,059	22,071	22,071	22,225	-	23,369	23,420	23,536	23,844	24,004	\$ 271,810
Fire Hydrant Water	4,736	3,436	2,853	8,870	4,787	13,093	8,460	-	7,805	22,384	22,296	20,222	11,841	\$ 130,782
Multi Use Water	48,522	52,242	54,139	52,519	51,252	48,805	50,937	-	49,764	54,361	48,143	52,308	47,418	\$ 610,410
Residential Base Water	118,075	118,081	118,029	118,359	118,567	118,891	118,979	-	119,439	119,843	119,951	120,107	121,119	\$ 1,429,438
Residential Water	165,812	129,095	127,495	135,963	168,779	271,360	306,364	-	484,033	443,527	353,714	288,006	213,128	\$ 3,087,275
Irrigation Water	94,394	29,766	24,522	31,908	50,628	61,039	74,031	-	96,201	105,463	103,193	66,024	54,196	\$ 791,366
<b>TOTALS</b>	<b>\$ 478,209</b>	<b>\$ 373,421</b>	<b>\$ 367,384</b>	<b>\$ 390,902</b>	<b>\$ 442,259</b>	<b>\$ 559,027</b>	<b>\$ 606,062</b>	<b>\$ -</b>	<b>\$ 812,771</b>	<b>\$ 801,460</b>	<b>\$ 712,377</b>	<b>\$ 605,700</b>	<b>\$ 495,236</b>	<b>\$ 6,644,806</b>

Bee Cave South	December 11/30-12/30	January 12/31-1/30	February 1/31-2/28	March 3/1-3/29	April 3/30-4/28	May 4/29-5/30	June 5/31-6/29	July 6/30-7/31	August 8/1-8/30	September 8/31-9/29	October 9/30-10/30	November 10/31-11/30	December 12/1-12/29	12 Month Total
Commercial Water	\$ 18,828	\$ 21,375	\$ 22,503	\$ 22,795	\$ 25,138	\$ 26,373	\$ 32,232	\$ 31,963	\$ 28,654	\$ 25,715	\$ 25,710	\$ 26,367	\$ 23,262	\$ 330,915
Commercial Base Water	6,747	6,872	6,965	7,026	7,026	6,972	6,972	6,972	7,026	7,026	7,026	7,035	7,026	\$ 90,695
Fire Hydrant Water	3,599	3,163	3,083	1,365	932	1,254	2,215	2,200	593	784	735	574	431	\$ 20,929
Residential Base Water	75,038	75,002	74,995	74,948	74,968	75,013	75,266	75,498	75,519	75,498	75,507	75,592	75,646	\$ 978,491
Residential Water	62,996	63,243	62,596	67,904	88,508	118,857	163,190	230,883	198,023	131,733	97,370	94,940	63,363	\$ 1,443,606
<b>TOTALS</b>	<b>\$ 167,208</b>	<b>\$ 169,655</b>	<b>\$ 170,143</b>	<b>\$ 174,038</b>	<b>\$ 196,573</b>	<b>\$ 228,469</b>	<b>\$ 279,875</b>	<b>\$ 347,517</b>	<b>\$ 309,816</b>	<b>\$ 240,756</b>	<b>\$ 206,349</b>	<b>\$ 204,509</b>	<b>\$ 169,729</b>	<b>\$ 2,864,637</b>

Homestead / Meadow Fox	December 11/19-12/19	January 12/20-1/19	February 1/20-2/17	March 2/18-3/20	April 3/21-4/19	May 4/20-5-18	June 5/19-6/19	July 6/20-7/19	August 7/20-8/17	September 8/18-9/18	October 9/19-10/18	November 10/19-11/17	December 11/18-12/18	12 Month Total
Residential Base Water	\$ 6,819	\$ 6,862	\$ 6,751	\$ 6,916	\$ 6,915	\$ 6,913	\$ 6,923	\$ 6,911	\$ 6,915	\$ 6,918	\$ 6,969	\$ 6,957	\$ 6,957	\$ 89,726
Residential Water	6,889	8,121	5,054	5,933	10,417	10,379	9,614	10,852	12,656	10,331	9,553	8,103	7,661	\$ 115,562
<b>TOTALS</b>	<b>\$ 13,707</b>	<b>\$ 14,983</b>	<b>\$ 11,805</b>	<b>\$ 12,849</b>	<b>\$ 17,331</b>	<b>\$ 17,292</b>	<b>\$ 16,537</b>	<b>\$ 17,763</b>	<b>\$ 19,570</b>	<b>\$ 17,250</b>	<b>\$ 16,522</b>	<b>\$ 15,060</b>	<b>\$ 14,618</b>	<b>\$ 205,287</b>

290 / HPR	December 11/23-12/21	January 12/22-1/20	February 1/21-2/21	March 2/22-3/22	April 3/23-4/21	May 4/22-5/22	June 5/23-6/21	July 6/22-7/21	August 7/22-8/21	September 8/22-9/20	October 9/21-10/20	November 10/21-11/21	December 11/22-12/20	12 Month Total
Commercial Water	\$ 3,895	\$ 3,594	\$ 3,618	\$ 4,470	\$ 4,505	\$ 4,402	\$ 5,283	\$ 4,030	\$ 5,449	\$ 8,123	\$ 5,685	\$ 8,738	\$ 3,602	\$ 65,396
Commercial Base Water	1,988	2,349	2,349	2,349	2,295	2,295	2,295	2,295	2,295	2,277	2,295	2,550	2,509	\$ 30,141
Fire Hydrant Water	60	985	3,177	2,459	4,844	13,084	11,901	49,445	39,348	9,526	7,773	7,336	5,431	\$ 155,369
Residential Base Water	110,046	110,315	110,710	111,080	112,022.26	112,597	113,150	113,970	114,465	115,214	115,667	116,382	117,206	\$ 1,360,801
Residential Water	117,070	95,894	105,367	119,606	168,533	263,441	265,167	400,311	454,912	300,979	215,523	194,262	139,479	\$ 2,840,543
Irrigation Water	10,929	4,181	4,022	8,694	6,065	13,488	42,958	41,197	60,731	38,682	21,991	32,011	12,918	\$ 297,865
<b>TOTALS</b>	<b>\$ 243,988</b>	<b>\$ 217,318</b>	<b>\$ 229,244</b>	<b>\$ 248,658</b>	<b>\$ 186,242</b>	<b>\$ 409,306</b>	<b>\$ 440,753</b>	<b>\$ 611,247</b>	<b>\$ 677,199</b>	<b>\$ 474,801</b>	<b>\$ 368,934</b>	<b>\$ 361,280</b>	<b>\$ 281,143</b>	<b>\$ 4,750,115</b>

GRAND TOTALS	December	January	February	March	April	May	June	July	August	September	October	November	December	12 Month Total
Commercial Water	\$ 47,743	\$ 44,112	\$ 44,567	\$ 48,488	\$ 55,818	\$ 54,543	\$ 62,581	\$ 35,993	\$ 66,264	\$ 66,301	\$ 72,939	\$ 70,295	\$ 50,393	\$ 720,036
Commercial Base Water	\$ 30,386	\$ 30,881	\$ 31,215	\$ 31,434	\$ 31,392	\$ 31,338	\$ 31,493	\$ 9,267	\$ 32,690	\$ 32,723	\$ 32,858	\$ 33,429	\$ 33,539	\$ 392,646
Fire Hydrant Water	\$ 8,395	\$ 7,583	\$ 9,113	\$ 12,694	\$ 10,564	\$ 27,431	\$ 22,576	\$ 51,646	\$ 47,747	\$ 32,694	\$ 30,804	\$ 28,132	\$ 17,702	\$ 307,081
Multi Use Water	\$ 233,605	\$ 237,558	\$ 239,844	\$ 238,547	\$ 126,220	\$ 236,415	\$ 239,352	\$ 189,468	\$ 49,764	\$ 54,361	\$ 48,143	\$ 52,308	\$ 47,418	\$ 1,993,006
Residential Base Water	309,978	310,260	310,485	311,304	311,304	313,413	314,318	316,379	316,338	317,472	318,094	319,038	320,927	\$ 3,858,455
Residential Water	352,767	296,353	300,512	329,405	436,236	403,704	512,512	272,079	755,442	624,274	676,161	585,311	423,632	\$ 5,968,387
Irrigation Water	\$ 338,381	\$ 247,083	\$ 253,767	\$ 280,567	\$ 236,870	\$ 470,345	\$ 514,784	\$ 611,247	\$ 156,932	\$ 144,145	\$ 125,184	\$ 98,035	\$ 67,114	\$ 3,544,455
<b>TOTALS</b>	<b>\$ 1,321,255</b>	<b>\$ 1,173,830</b>	<b>\$ 1,189,503</b>	<b>\$ 1,252,440</b>	<b>\$ 1,097,551</b>	<b>\$ 1,537,189</b>	<b>\$ 1,697,616</b>	<b>\$ 1,366,079</b>	<b>\$ 1,425,176</b>	<b>\$ 1,271,970</b>	<b>\$ 1,304,183</b>	<b>\$ 1,186,548</b>	<b>\$ 960,725</b>	<b>\$ 16,784,066</b>

**FYE 2016 Budgeted Revenues**

<b>Retail Water</b>
---------------------



**Summary of Retail Billed Revenues  
Wastewater Utility**

Bee Cave District	December	January	February	March	April	May	June	July	August	September	October	November	December	12 Month Total
Commercial Sewer	\$ 54,686	\$ 48,602	\$ 51,429	\$ 47,045	\$ 58,628	\$ 55,186	\$ 56,944	\$ -	\$ 58,290	\$ 60,568	\$ 64,797	\$ 64,362	\$ 65,815	\$ 686,352
Multi Use Sewer	\$ 61,502	\$ 63,896	\$ 66,645	\$ 64,756	\$ 62,614	\$ 61,776	\$ 64,003	\$ -	\$ 62,835	\$ 67,697	\$ 61,198	\$ 65,537	\$ 61,096	\$ 763,555
Grinder Surcharge	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 998	\$ 974	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 12,973
Residential Sewer	\$ 192,919	\$ 187,033	\$ 186,123	\$ 185,573	\$ 273,737	\$ 205,609	\$ 204,646	\$ -	\$ 209,080	\$ 209,016	\$ 206,721	\$ 205,249	\$ 199,723	\$ 2,465,429
<b>TOTALS</b>	<b>\$ 310,107</b>	<b>\$ 300,530</b>	<b>\$ 305,198</b>	<b>\$ 298,375</b>	<b>\$ 395,979</b>	<b>\$ 323,570</b>	<b>\$ 326,567</b>	<b>\$ 1,000</b>	<b>\$ 331,205</b>	<b>\$ 338,280</b>	<b>\$ 333,715</b>	<b>\$ 336,148</b>	<b>\$ 327,634</b>	<b>\$ 3,928,308</b>

**FYE 2016 Budgeted Revenues**

<b>Retail Wastewater</b>	<b>\$ 2,791,104</b>
--------------------------	---------------------





**Summary of Retail Billed Revenues  
Other Fees (466-Reg, Pen & Capital)  
(477-Reg, Pen & Drainage)**

	December	January	February	March	April	May	June	July	August	September	October	November	December
Bee Cave	7,457	5,764	4,819	14,062	11,353	10,504	15,537	-	17,729	17,194	14,839	19,895	19,895
Bee Cave South	2,118	2,286	2,161	2,015	2,001	1,297	2,162	2,959	4,042	2,965	1,167	1,272	1,865
Homestead / Meadow Fox	4,509	4,490	4,230	4,373	4,212	4,295	4,476	4,443	4,515	4,476	4,541	4,444	4,490
290 / HPR	5,892	13,445	3,061	6,149	4,970	4,406	6,193	6,472	10,966	12,627	6,323	5,123	6,260
<b>TOTALS</b>	<b>\$ 19,975</b>	<b>\$ 25,985</b>	<b>\$ 14,270</b>	<b>\$ 26,599</b>	<b>\$ 22,537</b>	<b>\$ 20,503</b>	<b>\$ 28,368</b>	<b>\$ 13,874</b>	<b>\$ 37,251</b>	<b>\$ 37,262</b>	<b>\$ 26,869</b>	<b>\$ 30,734</b>	<b>\$ 32,510</b>

**FYE 2016 Budgeted Revenues**

<b>Other Fees</b>	<b>\$ 646,084</b>
-------------------	-------------------



**Summary of Retail Billed Revenues  
NON PUA Revenue**

Hays MUD 4	December	January	February	March	April	May	June	July	August	September	October	November	December
Sewer	7,528	7,391	7,709	7,692	8,093	8,193	8,552	8,615	8,583	8,421	8,279	8,065	7,458
<b>TOTALS</b>	<b>\$ 7,528</b>	<b>\$ 7,391</b>	<b>\$ 7,709</b>	<b>\$ 7,692</b>	<b>\$ 8,093</b>	<b>\$ 8,193</b>	<b>\$ 8,552</b>	<b>\$ 8,615</b>	<b>\$ 8,583</b>	<b>\$ 8,421</b>	<b>\$ 8,279</b>	<b>\$ 8,065</b>	<b>\$ 7,458</b>

TC MUD 16	December	January	February	March	April	May	June	July	August	September	October	November	December
Sewer	22,285	21,088	21,170	22,801	24,106	24,723	24,740	26,098	26,483	26,435	26,143	26,200	23,434
<b>TOTALS</b>	<b>\$ 22,285</b>	<b>\$ 21,088</b>	<b>\$ 21,170</b>	<b>\$ 22,801</b>	<b>\$ 24,106</b>	<b>\$ 24,723</b>	<b>\$ 24,740</b>	<b>\$ 26,098</b>	<b>\$ 26,483</b>	<b>\$ 26,435</b>	<b>\$ 26,143</b>	<b>\$ 26,200</b>	<b>\$ 23,434</b>



**Summary of Wholesale, Raw Water and Effluent Billed Revenues**

<b>Wholesale Water</b>														
Revenue	November	December	January	February	March	April	May	June	July	August	September	October	November	December
	11/15-12/15	12/16-1/15	1/16-2/15	2/15-3/15	3/15-4/15	4/16-5/15	5/15-6/15	6/16-7/15	7/16-8/15	8/16-9/15	9/16-10/15	10/16-11/15	11/16-12/15	12/16-1/15
Barton Creek West	\$ 22,720	\$ 19,738	\$ 20,803	\$ 20,656	\$ 25,572	\$ 32,282	\$ 31,685	\$ 37,409	\$ 45,461	\$ 37,493	\$ 32,279	\$ 30,155	\$ 24,954	\$ 22,837
City of Dripping Springs (Headwaters)	16,427	15,842	17,033	16,780	17,234	17,600	20,490	21,504	25,553	22,241	19,361	18,082	17,306	16,085
Crystal Mountain HOA	4,152	3,864	3,789	3,686	3,761	3,617	5,073	5,899	6,773	5,436	4,795	4,836	4,579	4,502
Deer Creek Ranch	14,036	14,144	14,563	13,952	15,253	16,399	16,872	18,257	20,035	17,255	16,378	15,865	14,846	13,764
Dripping Springs WSC	47,774	41,292	43,590	29,521	41,576	53,360	48,138	54,200	61,483	48,681	46,455	47,295	41,943	39,657
Eanes ISD	1,306	1,158	1,214	1,184	1,327	1,760	1,497	1,354	1,833	2,039	1,655	1,563	1,447	1,146
Graham Mortgage														
Hays WCID 1	34,663	22,681	13,134	42,511	35,462	45,303	41,021	50,036	58,082	45,503	42,576	41,038	36,167	30,648
Hays WCID 2	29,714	27,036	44,216	27,722	32,636	37,715	39,835	44,667	52,531	41,286	37,713	36,655	31,566	26,566
Hudson														
Lazy Nine 1A	22,002	20,773	21,747	22,640	25,476	28,410	28,903	29,987	35,361	32,072	33,620	29,844	28,844	22,306
Masonwood	9,245	8,899	9,462	8,771	9,576	10,966	12,547	12,978	15,004	14,735	13,046	12,775	11,056	9,331
Reunion Ranch	11,712	9,433	10,026	9,881	11,654	14,891	15,212	18,403	24,261	19,892	18,758	18,061	12,586	9,856
Senna Hills	12,423	11,731	12,439	14,286	15,794	18,919	18,320	20,700	24,860	20,973	18,574	16,779	14,725	13,784
Travis County MUD 12	33,892	33,778	50,919	49,414	49,208	52,234	54,396	55,278	62,835	57,548	53,965	54,823	49,671	46,111
<b>TOTALS</b>	<b>\$ 260,066</b>	<b>\$ 230,371</b>	<b>\$ 262,935</b>	<b>\$ 261,004</b>	<b>\$ 284,528</b>	<b>\$ 333,456</b>	<b>\$ 333,989</b>	<b>\$ 370,672</b>	<b>\$ 434,070</b>	<b>\$ 365,154</b>	<b>\$ 339,175</b>	<b>\$ 327,770</b>	<b>\$ 289,690</b>	<b>\$ 256,595</b>

**FYE 2016 Budgeted Revenues**

**Wholesale Water**

<b>Wholesale Wastewater</b>														
Revenue	November	December	January	February	March	April	May	June	July	August	September	October	November	December
Masonwood Wastewater	\$ 17,260	\$ 17,589	\$ 18,834	\$ 18,307	\$ 18,994	\$ 19,690	\$ 21,775	\$ 20,629	\$ 23,441	\$ 23,181	\$ 22,279	\$ 23,563	\$ 23,234	\$ 23,074
WCID 17 Wastewater	29,764	29,764	29,764	29,764	29,764	18,659	32,137	30,227	32,044	31,803	30,925	32,427	30,740	34,127
<b>TOTALS</b>	<b>\$ 47,024</b>	<b>\$ 47,352</b>	<b>\$ 48,597</b>	<b>\$ 48,070</b>	<b>\$ 48,758</b>	<b>\$ 38,349</b>	<b>\$ 53,912</b>	<b>\$ 50,856</b>	<b>\$ 55,485</b>	<b>\$ 54,984</b>	<b>\$ 53,205</b>	<b>\$ 55,990</b>	<b>\$ 53,974</b>	<b>\$ 57,201</b>

**FYE 2016 Budgeted Revenues**

**Wholesale Wastewater**

<b>Effluent/Raw Water/Raw Water Deliver</b>														
Revenue	November	December	January	February	March	April	May	June	July	August	September	October	November	December
Brinker Texas (Chilis) Effluent	-	-	-	-	-	-	-	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
CCNG Effluent / Raw	-	-	-	-	-	-	\$ 41,717	\$ 35,064	\$ 36,711	\$ 22,923	\$ 16,159	\$ 18,529	\$ 18,021	\$ 10,245
Connel Falconhead Apts	-	-	-	-	-	-	\$ 4,870	\$ 4,028	\$ 5,051	\$ 3,004	\$ 4,237	\$ 2,869	\$ 1,591	\$ 629
FalconHead HOA (Spillman) Effluent	-	-	-	-	-	-	\$ 5,799	\$ 7,332	\$ 8,125	\$ 9,416	\$ 3,720	\$ 3,670	\$ 3,008	\$ 629
Fire Phoenix (Falconhead Golf) Effluent	-	-	-	-	-	-	\$ 17,826	\$ 29,386	\$ 42,166	\$ 10,956	\$ 10,956	\$ 19,630	\$ 9,408	\$ 9,454
First Star Bank Effluent	-	-	-	-	-	-	\$ -	\$ 25	\$ 29	\$ 16	\$ 12	\$ 25	\$ -	\$ -
Lake Travis ISD Effluent / Raw	16	82	\$ 1,500	855	271	1,278	\$ 653	\$ 271	\$ 797	\$ 715	\$ 649	\$ 723	\$ 715	\$ 477
WTCMUD3 Raw Water Delivery Charge	604	-	-	-	264	2,031	\$ -	\$ 1,375	\$ 1,516	\$ -	\$ 3	\$ -	\$ 1,399	\$ 4
Embry Partners	-	-	-	-	-	-	\$ 789	\$ 1,060	\$ 1,171	\$ 1,356	\$ 1,180	\$ 1,307	\$ 1,171	\$ 719
Ash Creek Homes	-	-	-	-	-	-	\$ 1,739	\$ 1,233	\$ 2,261	\$ 2,445	\$ 1,854	\$ 2,088	\$ 1,911	\$ 41
Lakeway Dermatology	-	-	-	-	-	-	\$ 210	\$ 267	\$ 436	\$ 518	\$ 41	\$ -	\$ 415	\$ 53
<b>TOTALS</b>	<b>\$ 620</b>	<b>\$ 82</b>	<b>\$ 1,500</b>	<b>\$ 855</b>	<b>\$ 535</b>	<b>\$ 3,309</b>	<b>\$ 73,602</b>	<b>\$ 80,042</b>	<b>\$ 98,264</b>	<b>\$ 51,351</b>	<b>\$ 38,811</b>	<b>\$ 48,840</b>	<b>\$ 37,640</b>	<b>\$ 22,251</b>

**FYE 2016 Budgeted Revenues**

**Effluent/Raw Water**

<b>TOTAL</b>	<b>\$ 307,710</b>	<b>\$ 277,805</b>	<b>\$ 313,032</b>	<b>\$ 309,929</b>	<b>\$ 333,821</b>	<b>\$ 375,114</b>	<b>\$ 461,503</b>	<b>\$ 501,570</b>	<b>\$ 587,819</b>	<b>\$ 471,489</b>	<b>\$ 431,190</b>	<b>\$ 432,600</b>	<b>\$ 381,305</b>	<b>\$ 336,046</b>
--------------	-------------------	-------------------	-------------------	-------------------	-------------------	-------------------	-------------------	-------------------	-------------------	-------------------	-------------------	-------------------	-------------------	-------------------

**FYE 2016 Budgeted Revenues**

**TOTAL Wholesale/Effluent**



**Summary of Total Billed Revenues - PUA Revenues Only**

Water Utility	December	January	February	March	April	May	June	July	August	September	October	November	December	12 Month Total
Retail Water	\$ 1,321,255	\$ 1,173,830	\$ 1,189,503	\$ 1,252,440	\$ 1,097,551	\$ 1,537,189	\$ 1,697,616	\$ 1,366,079	\$ 1,425,176	\$ 1,271,970	\$ 1,304,183	\$ 1,186,548	\$ 960,725	\$ 16,784,066
Wholesale Water	230,371	262,935	261,004	284,528	333,456	333,989	370,672	434,070	365,154	339,175	327,770	289,690	256,595	\$ 4,089,409
<b>TOTALS</b>	<b>\$ 1,551,626</b>	<b>\$ 1,436,765</b>	<b>\$ 1,450,507</b>	<b>\$ 1,536,968</b>	<b>\$ 1,431,006</b>	<b>\$ 1,871,178</b>	<b>\$ 2,068,288</b>	<b>\$ 1,800,149</b>	<b>\$ 1,790,331</b>	<b>\$ 1,611,145</b>	<b>\$ 1,631,953</b>	<b>\$ 1,476,238</b>	<b>\$ 1,217,320</b>	<b>\$ 20,873,474</b>

Wastewater Utility	December	January	February	March	April	May	June	July	August	September	October	November	December	12 Month Total
Retail Wastewater	\$ 310,107	\$ 300,530	\$ 305,198	\$ 298,375	\$ 395,979	\$ 323,570	\$ 326,567	\$ 1,000	\$ 331,205	\$ 338,280	\$ 333,715	\$ 336,148	\$ 327,634	\$ 3,928,308
Wholesale Wastewater	47,352	48,597	48,070	48,758	38,349	53,912	50,856	55,485	54,984	53,205	55,990	53,974	57,201	\$ 666,734
<b>TOTALS</b>	<b>\$ 357,459</b>	<b>\$ 349,128</b>	<b>\$ 353,268</b>	<b>\$ 347,132</b>	<b>\$ 434,328</b>	<b>\$ 377,482</b>	<b>\$ 377,423</b>	<b>\$ 56,485</b>	<b>\$ 386,189</b>	<b>\$ 391,485</b>	<b>\$ 389,706</b>	<b>\$ 390,123</b>	<b>\$ 384,834</b>	<b>\$ 4,595,041</b>

Other	December	January	February	March	April	May	June	July	August	September	October	November	December	12 Month Total
Other Fees - Retail	\$ 19,975	\$ 25,985	\$ 14,270	\$ 26,599	\$ 22,537	\$ 20,503	\$ 28,368	\$ 13,874	\$ 37,251	\$ 37,262	\$ 26,869	\$ 30,734	\$ 32,510	\$ 336,736
Raw Water/Effluent	\$ 82	\$ 1,500	\$ 855	\$ 535	\$ 3,309	\$ 73,602	\$ 80,042	\$ 98,264	\$ 51,351	\$ 38,811	\$ 48,840	\$ 37,640	\$ 22,251	\$ 457,081
<b>TOTALS</b>	<b>\$ 20,058</b>	<b>\$ 27,485</b>	<b>\$ 15,125</b>	<b>\$ 27,134</b>	<b>\$ 25,846</b>	<b>\$ 94,105</b>	<b>\$ 108,410</b>	<b>\$ 112,137</b>	<b>\$ 88,602</b>	<b>\$ 76,073</b>	<b>\$ 75,708</b>	<b>\$ 68,374</b>	<b>\$ 54,761</b>	<b>\$ 793,817</b>

<b>TOTAL</b>	<b>\$ 1,929,142</b>	<b>\$ 1,813,378</b>	<b>\$ 1,818,900</b>	<b>\$ 1,911,234</b>	<b>\$ 1,891,180</b>	<b>\$ 2,342,765</b>	<b>\$ 2,554,121</b>	<b>\$ 1,968,771</b>	<b>\$ 2,265,121</b>	<b>\$ 2,078,703</b>	<b>\$ 2,097,367</b>	<b>\$ 1,934,734</b>	<b>\$ 1,656,915</b>	<b>\$ 26,262,333</b>
--------------	---------------------	---------------------	---------------------	---------------------	---------------------	---------------------	---------------------	---------------------	---------------------	---------------------	---------------------	---------------------	---------------------	----------------------

**FYE 2016 Budgeted Re \$ 3,437,187**



**Summary of Total Billed Consumption (1,000 Gallons)  
Water Utility**

	December	January	February	March	April	May	June	July	August	September	October	November	December	12 Month Total
Bee Cave	33,063	30,557	29,843	32,448	37,813	50,370	53,765	64,715	73,405	70,294	62,622	54,885	43,644	643,444
Bee Cave South	13,409	13,383	13,630	14,484	17,624	21,234	26,643	33,270	30,055	22,869	18,466	18,388	13,762	257,097
Homeslead / Meadow Fox	1,090	1,171	896	1,010	1,394	1,587	1,550	1,847	1,825	1,629	1,414	1,288	1,246	17,756
HPR / 290	19,478	16,700	17,611	20,394	26,828	39,228	40,717	56,427	61,674	45,115	34,725	32,152	23,938	434,987
<b>Total Retail</b>	<b>73,040</b>	<b>61,811</b>	<b>62,080</b>	<b>68,336</b>	<b>83,559</b>	<b>112,419</b>	<b>122,684</b>	<b>156,059</b>	<b>166,959</b>	<b>139,907</b>	<b>117,227</b>	<b>106,613</b>	<b>82,590</b>	<b>1,353,284</b>

Wholesale Water	December	January	February	March	April	May	June	July	August	September	October	November	December	12 Month Total
Barton Creek West	4,249	4,690	4,592	6,670	9,454	9,206	11,581	14,922	11,615	9,452	8,571	9,413	5,535	109,950
City of Dripping Springs (H)	501	1,152	1,014	1,262	1,462	3,041	3,595	5,808	3,998	2,424	1,725	1,301	634	27,917
Crystal Mountain HOA	690	649	606	637	577	1,194	1,528	1,892	1,335	1,068	1,085	978	946	13,165
Deer Creek Ranch	3,679	3,934	3,562	4,355	5,054	5,342	6,187	7,271	5,576	5,041	4,733	4,107	3,447	62,283
Dripping Springs WSC	15,419	16,803	8,328	15,590	22,889	19,543	23,195	27,582	19,870	18,529	19,035	15,811	14,434	236,828
Eanes ISD	253	286	268	352	607	452	368	650	771	545	491	423	246	5,712
Graham Mortgage	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Hays WCID 1	2,115	3,468	13,711	9,589	15,344	12,840	18,112	22,817	15,461	13,749	12,850	10,001	6,774	166,831
Hays WCID 2	4,826	13,821	5,185	7,758	10,417	11,527	14,057	18,174	12,287	10,416	9,862	7,198	4,580	130,108
Hudson	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Lazy Nine 1A	3,963	4,526	5,042	6,681	8,377	8,662	9,289	12,395	10,494	11,389	9,206	8,628	4,849	103,501
Masonwood	2	3	2	3	3	4	5	5	5	4	5	4	2	47
Reunion Ranch	2,047	2,362	2,285	3,228	4,950	5,121	6,818	9,934	7,610	7,007	6,636	3,724	2,272	63,994
Senna Hills	2,343	2,780	3,920	4,851	6,780	6,410	7,879	10,447	8,048	6,567	5,459	4,191	3,610	73,285
Travis County MUD 12	542	10,450	9,580	9,461	11,210	12,460	12,970	17,338	14,282	12,211	12,707	9,729	7,671	140,611
<b>Total Wholesale</b>	<b>40,619</b>	<b>64,924</b>	<b>58,095</b>	<b>70,437</b>	<b>96,924</b>	<b>95,792</b>	<b>115,584</b>	<b>149,235</b>	<b>111,352</b>	<b>98,402</b>	<b>92,360</b>	<b>75,508</b>	<b>55,000</b>	<b>1,124,232</b>

Effluent Water	December	January	February	March	April	May	June	July	August	September	October	November	December	12 Month Total
Brinker Texas, LP	-	-	-	-	-	-	-	-	-	-	-	-	-	-
CCNG Golf, LLC	92	1,682	2,244	2,883	11,220	10,150	16,309	17,075	10,661	7,516	8,618	8,382	4,765	101,597
Connel Falconhead Apartm	409	161	851	294	621	1,185	980	1,229	731	1,031	698	387	153	8,730
Fire Phoenix, LLC	16,794	31,882	58,278	64,029	76,994	8,291	13,668	19,612	13,686	9,440	9,130	4,376	4,397	330,577
First State Bank	14	-	-	-	-	-	6	7	4	3	6	-	-	40
Lake Travis ISD	4	20	208	66	311	159	66	194	174	158	176	174	116	1,826
Spillman Ranch Communit	1,708	1,970	1,280	797	1,328	1,411	1,784	1,977	2,291	1,730	1,707	1,399	641	20,023
Ash Creek Homes (Wildlvo)	55	55	55	55	55	423	300	550	595	451	508	465	10	3,577
Embrey Partners (Estates a	174	23	173	207	320	192	250	285	330	287	318	255	175	3,027
Lakeview Dermatology	24	-	-	9	72	51	65	106	126	10	-	101	13	577
<b>Total Wholesale</b>	<b>19,274</b>	<b>35,793</b>	<b>63,089</b>	<b>68,340</b>	<b>90,921</b>	<b>21,862</b>	<b>33,436</b>	<b>41,055</b>	<b>28,598</b>	<b>20,626</b>	<b>21,161</b>	<b>15,569</b>	<b>10,270</b>	<b>469,974</b>

System Summary	December	January	February	March	April	May	June	July	August	September	October	November	December	12 Month Total
Total Retail	73,040	61,811	62,080	68,336	83,559	112,419	122,684	156,059	166,959	139,907	117,227	106,613	82,590	1,353,284
Total Wholesale	40,619	64,924	58,095	70,437	96,924	95,792	115,584	149,235	111,352	98,402	92,360	75,508	55,000	1,124,232
<b>TOTAL WATER</b>	<b>113,659</b>	<b>126,735</b>	<b>120,175</b>	<b>138,773</b>	<b>180,483</b>	<b>208,211</b>	<b>238,268</b>	<b>305,294</b>	<b>278,311</b>	<b>238,309</b>	<b>209,587</b>	<b>182,121</b>	<b>137,590</b>	<b>2,477,516</b>

Retail Percent of Total	64%	49%	52%	49%	46%	54%	51%	51%	60%	59%	56%	59%	60%	55%
Wholesale Percent of Total	36%	51%	48%	51%	54%	46%	49%	49%	40%	41%	44%	41%	40%	45%



**Summary of Total Billed Consumption (1,000 Gallons)  
Wastewater**

	December	January	February	March	April	May	June	July	August	September	October	November	December	12 Month Total
Bee Cave														-
<b>TOTALS</b>														-

Wholesale Wastewater	December	January	February	March	April	May	June	July	August	September	October	November	December	12 Month Total
Masonwood Wastewater	712	875	806	896	987	1,260	1,110	1,478	1,444	1,326	1,494	1,451	1,430	15,269
WCID 17 Wastewater	2,006	2,006	2,006	2,006	209	2,390	2,081	2,375	2,336	2,194	2,437	2,164	2,712	26,922
<b>TOTALS</b>	<b>2,718</b>	<b>2,881</b>	<b>2,812</b>	<b>2,902</b>	<b>1,196</b>	<b>3,650</b>	<b>3,191</b>	<b>3,853</b>	<b>3,780</b>	<b>3,520</b>	<b>3,931</b>	<b>3,615</b>	<b>4,142</b>	<b>42,191</b>

System Summary	December	January	February	March	April	May	June	July	August	September	October	November	December	12 Month Total
Total Retail	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Total Wholesale	2,718	2,881	2,812	2,902	1,196	3,650	3,191	3,853	3,780	3,520	3,931	3,615	4,142	42,191
<b>TOTAL WASTEWATER</b>	<b>2,718</b>	<b>2,881</b>	<b>2,812</b>	<b>2,902</b>	<b>1,196</b>	<b>3,650</b>	<b>3,191</b>	<b>3,853</b>	<b>3,780</b>	<b>3,520</b>	<b>3,931</b>	<b>3,615</b>	<b>4,142</b>	<b>42,191</b>

Retail Percent of Total	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%
Wholesale Percent of Total	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%

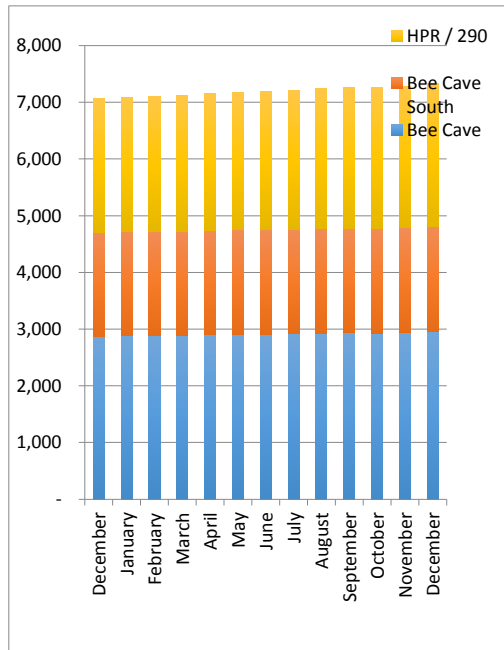




**Summary of Total Retail Customer Count  
Water**

Meters	December	January	February	March	April	May	June	July	August	September	October	November	December
Bee Cave	2,874	2,879	2,890	2,894	2,902	2,905	2,904	2,914	2,926	2,932	2,931	2,937	2,958
Bee Cave South	1,833	1,839	1,839	1,836	1,839	1,843	1,846	1,848	1,849	1,848	1,849	1,847	1,852
Homestead / Meadow Fox	154	155	156	156	156	156	155	156	156	156	157	157	157
HPR / 290	2,364	2,369	2,382	2,396	2,417	2,423	2,442	2,453	2,467	2,477	2,483	2,501	2,518
<b>TOTALS</b>	<b>7,225</b>	<b>7,242</b>	<b>7,267</b>	<b>7,282</b>	<b>7,314</b>	<b>7,327</b>	<b>7,347</b>	<b>7,371</b>	<b>7,398</b>	<b>7,413</b>	<b>7,420</b>	<b>7,442</b>	<b>7,485</b>

Customer Growth	11	17	25	15	32	13	20	24	27	15	7	22	43
Monthly Growth Rate	0.15%	0.24%	0.35%	0.21%	0.44%	0.18%	0.27%	0.33%	0.37%	0.20%	0.09%	0.30%	0.58%
<b>Annual Growth</b>	<b>219</b>	<b>230</b>	<b>244</b>	<b>234</b>	<b>251</b>	<b>224</b>	<b>224</b>	<b>232</b>	<b>236</b>	<b>232</b>	<b>208</b>	<b>218</b>	<b>271</b>
<b>Annual Growth Rate</b>	<b>3%</b>	<b>3%</b>	<b>3%</b>	<b>3%</b>	<b>4%</b>	<b>3%</b>	<b>3%</b>	<b>3%</b>	<b>3%</b>	<b>3%</b>	<b>3%</b>	<b>3%</b>	<b>4%</b>



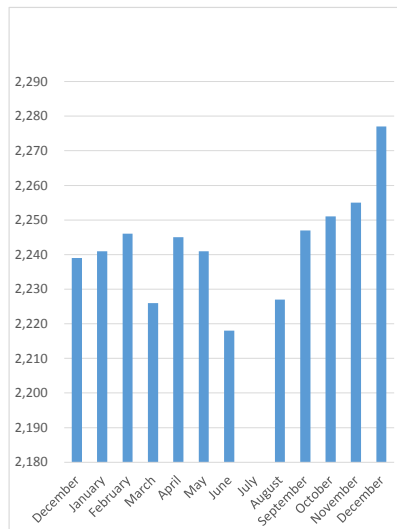


**Summary of Total Retail Customer Count**

**Wastewater**

Meters	December	January	February	March	April	May	June	July	August	September	October	November	December	Annual Growth Rate
<b>Wastewater Customers</b>	<b>2,239</b>	<b>2,241</b>	<b>2,246</b>	<b>2,226</b>	<b>2,245</b>	<b>2,241</b>	<b>2,218</b>		<b>2,227</b>	<b>2,247</b>	<b>2,251</b>	<b>2,255</b>	<b>2,277</b>	<b>2%</b>

Customer Growth	5	2	5	(20)	19	(4)	(23)	(2,218)	2,227	20	4	4	22
Monthly Growth Rate	0.22%	0.09%	0.22%	-0.89%	0.85%	-0.18%	-1.03%	-100.00%	#DIV/0!	0.90%	0.18%	0.18%	0.98%
<b>Annual Growth</b>	<b>49</b>	<b>55</b>	<b>43</b>	<b>24</b>	<b>45</b>	<b>61</b>	<b>45</b>	<b>(2,211)</b>	<b>41</b>	<b>29</b>	<b>27</b>	<b>26</b>	<b>43</b>
<b>Annual Growth Rate</b>	<b>2%</b>	<b>2%</b>	<b>2%</b>	<b>1%</b>	<b>2%</b>	<b>3%</b>	<b>2%</b>	<b>-101%</b>	<b>2%</b>	<b>1%</b>	<b>1%</b>	<b>1%</b>	<b>2%</b>

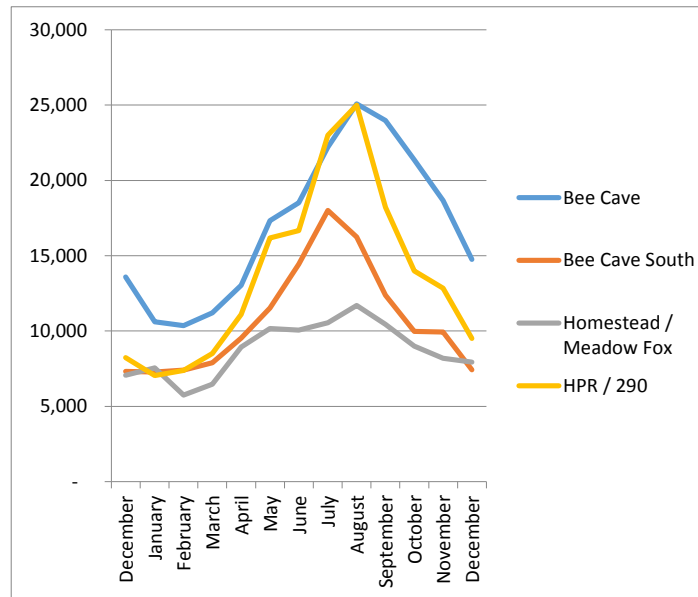






**Retail Customer Average Use Analysis**  
**Average Water Usage per Connection, per Month (Gallons)**

	December	January	February	March	April	May	June	July	August	September	October	November	December
Bee Cave	13,592	10,614	10,361	11,212	13,030	17,339	18,514	22,208	25,087	23,975	21,365	18,660	14,755
Bee Cave South	7,315	7,277	7,412	7,889	9,529	11,521	14,433	18,003	16,255	12,375	9,987	9,945	7,431
Homestead / Meadow Fox	7,078	7,555	5,744	6,474	8,936	10,173	10,058	10,558	11,699	10,442	9,006	8,204	7,936
HPR / 290	8,239	7,049	7,393	8,512	11,100	16,190	16,674	23,003	25,000	18,214	13,985	12,856	9,507
<b>System Wide Average</b>	<b>10,109</b>	<b>8,535</b>	<b>8,543</b>	<b>9,384</b>	<b>11,425</b>	<b>15,343</b>	<b>16,699</b>	<b>21,172</b>	<b>22,568</b>	<b>18,873</b>	<b>15,799</b>	<b>14,326</b>	<b>11,034</b>
<b>12-Month Average</b>	<b>14,594</b>	<b>14,558</b>	<b>14,520</b>	<b>14,483</b>	<b>14,445</b>	<b>14,410</b>	<b>14,376</b>	<b>14,340</b>	<b>14,305</b>	<b>14,270</b>	<b>14,239</b>	<b>14,206</b>	<b>14,166</b>





**Retail Customer Average Use Analysis  
Summary of Customer Contacts/Payment Processing**

Customer Contacts	December	January	February	March	April	May	June	July	August	September	October	November	December
Date of	1/1-1/31	2/1-2/28	3/1-3/31	4/1-4/30	5/1-5/31	6/1-6/30	7/1-7/31	8/1-8/31	9/1-9/30	10/1-10/31	11/1-11/30	12/1-12/31	1/1-1/31
Calls	853	602	666	680	678	804	692	692	701	620	601	580	827
Emails	116	128	174	162	178	109	63	121	169	91	94	68	141
In Office	179	279	295	273	254	248	245	258	233	244	205	199	217
<b>TOTALS</b>	<b>1,148</b>	<b>1,009</b>	<b>1,135</b>	<b>1,115</b>	<b>1,110</b>	<b>1,161</b>	<b>1,000</b>	<b>1,071</b>	<b>1,103</b>	<b>955</b>	<b>900</b>	<b>847</b>	<b>1,185</b>

Payments	December	January	February	March	April	May	June	July	August	September	October	November	December
Date of Payments	1/1-1/31	2/1-2/28	3/1-3/31	4/1-4/30	5/1-5/31	6/1-6/30	7/1-7/31	8/1-8/31	9/1-9/30	10/1-10/31	11/1-11/30	12/1-12/31	1/1-1/31
Mail	2,609	4,284	3,921	2,101	1,617	1,402	1,736	1,601	1,743	1,747	1,454	1,577	1,347
Walk In/Dropbox Payments	177	290	346	322	332	314	352	322	200	358	305	244	316
Online Payments Credit Cards	217	266	400	455	461	391	457	364	346	419	353	367	456
Online Payments Echeck	195	377	424	438	423	397	438	409	356	512	306	431	454
Unreceivables	-	-	-	1,806	1,830	1,513	1,977	2,097	1,831	2,062	1,796	1,807	2,028
<b>TOTALS</b>	<b>3,198</b>	<b>5,217</b>	<b>5,091</b>	<b>5,122</b>	<b>4,663</b>	<b>4,017</b>	<b>4,960</b>	<b>4,793</b>	<b>4,476</b>	<b>5,098</b>	<b>4,214</b>	<b>4,426</b>	<b>4,601</b>



### Retail Customer Delinquency Summary

ACCOUNTS	31-60	61-90	91+
Bee Cave	16	5	96
Bee Cave South	30	5	23
Homestead / Meadow Fox	1	1	2
290 HPR	25	2	28
<b>TOTAL</b>	<b>72</b>	<b>13</b>	<b>149</b>

DOLLARS	31-60	61-90	91+
Bee Cave	3,932	3,127	109,487
Bee Cave South	1,699	858	6,999
Homestead / Meadow Fox	617	129	13,640
HPR / 290	1,395	116	15,064
<b>TOTAL</b>	<b>7,644</b>	<b>4,230</b>	<b>145,191</b>

Delinquent Letters	Date Sent	Total Del
Bee Cave	3-Jan	178
Bee Cave South	17-Jan	115
Homestead / Meadow Fox	8-Jan	23
290 HPR	8-Jan	200
<b>TOTAL</b>		<b>516</b>

Disconnects	Date	How Many
Bee Cave	18-Jan	17
Bee Cave South	30-Jan	16
Homestead / Meadow Fox	22-Jan	1
HPR / 290	22-Jan	20

Still Off
3
1
0
1

## **VII. NEW BUSINESS**

# ITEM A

## **West Travis County Public Utility Agency**

### **Purchasing Policy**

The West Travis County Public Utility Agency (Agency) establishes the following purchasing policy to ensure cost effective and efficient procurement of goods and services.

Before any purchases are made the General Manager or his designees shall ensure that, per the Agency's Budgeting Policy, proposed purchases are in accordance with approved budget line items. In all purchases, efforts should be made to obtain the best pricing and value for the Agency.

For contracts or purchases for goods, including equipment, materials and machinery over \$75,000, the Board shall require competitive sealed bids, advertise the letting of the contract or purchase, including the general conditions, time, and place of opening of sealed bids. Board approval is required before execution of any contracts.

For contracts or purchases for goods, including equipment, materials and machinery, over \$25,000 but not more than \$75,000, the Board shall solicit written competitive quotes on uniform written specifications from at least three vendors. Board approval is required before execution of any contracts.

For contracts or purchases for goods, including equipment, materials and machinery of not more than \$25,000, the Board is not required to advertise or seek competitive bids or quotes. The General Manager shall have the authority to make purchases of not more than \$25,000 without prior Board approval, provided purchases are made in accordance with the Agency's Budgeting Policy.

Purchase orders shall be required for purchases of goods or services greater than \$10,000 unless prior approval is obtained from the Agency's General Manager.

The above contract provisions do not apply to:

- (1) Equipment, materials, or machinery purchased by the Agency at an auction that is open to the public.
- (2) Contracts for personal or professional services or for a utility service operator.
- (3) Contracts for services or property for which there is only one source or for which it is otherwise impracticable to obtain competition.
- (4) High technology procurements.
- (5) Contracts for the purchase of electricity for use by the Agency.
- (6) Contracts for services related to compliance with a state or federal construction storm water requirement, including acquisition of permits, construction, repair, and removal of

temporary erosion control devices, cleaning of silt and debris from streets and storm sewers, monitoring of construction sites, and preparation and filing of all required reports.

(7) Purchases made through Buy Boards or similar purchasing cooperatives.

If changes in plans or specifications are necessary after the performance of a contract is begun, or if it is necessary to decrease or increase the quantity of the work to be performed or of the materials, equipment, or supplies to be furnished, change orders shall be approved as follows:

The General Manager or his designee shall have the authority to approve a change order that involves an increase or decrease of \$25,000 or less or less than 25% of the original contract price without prior Board approval. Change orders of more than \$25,000 or more than 25% of the original contract price shall require prior Board approval.

The Agency is not required to advertise or seek competitive bids for the repair of Agency facilities if the scope or extent of the repair work cannot be readily ascertained or if the nature of the repair work does not readily lend itself to competitive bidding.

The Agency is not required to advertise or seek competitive bids for security or surveillance systems or components of or additions to Agency facilities relating to security or surveillance, including systems used for the prevention of terrorist or criminal acts and incidents or acts of war, if the Board finds that doing so would compromise the safety and security of Agency facilities or residents.

If the Agency experiences an emergency condition that may create a serious health hazard or unreasonable economic loss to the Agency that requires immediate corrective action, the General Manager may negotiate limited duration contracts or make purchases without competitive bidding or obtaining three quotes to remedy the condition. The General Manager shall notify the Board promptly of the emergency and submit to the Board details describing the specific serious health hazard or unreasonable economic loss as soon as practicable following the issuance of the contracts. Whenever possible, the General Manager should obtain prior approval of the Board before authorizing the contract or purchases, but failure to obtain prior approval shall not void the contract or purchases.

Agency Management staff, as designated by the General Manager, shall have the authority to purchase goods or services up to \$5,000 without prior General Manager approval. The Operations Manager shall have the authority to purchase goods or services up to \$10,000 without prior General Manager approval. Purchases may be made by purchase order or credit card.

Agency Supervisory staff, as designated by the General Manager, shall have the authority to purchase goods or services up to \$2,500 without prior Agency Management staff approval and up to \$5,000 with prior Agency Management staff approval. Purchases may be made by purchase order or credit card.

Credit cards will only be issued to staff as approved by the General Manager. For all purchases made by credit card pursuant to this Purchasing Policy, receipts shall be provided to the Controller as soon as practicable following the purchase.

The General Manager or Controller may authorize the execution of revolving credit card or purchasing accounts for the purchase of regularly needed goods, materials, services, inventory or supplies per monthly line item budget limits. Items include but are not limited to:

- a. Chemicals.
- b. Utilities.
- c. Meters.
- d. Tools and field supplies.
- e. Office supplies.
- f. Janitorial services.
- g. Repair parts.

~~The General Manager or Management designees Controller or other Management staff as designated by the General Manager shall have the authority to approve recurring~~ the purchases of regularly needed goods, materials, services, inventory or supplies per purchasing policy guidelines and ~~per~~ monthly line item budget limits without prior Board approval.

In selecting attorneys, engineers, auditors, financial advisors, or other professional consultants, the Agency shall follow the procedures provided in Subchapter A, Chapter 2254, Government Code (Professional Services Procurement Act). Specifically, the Agency may not select a provider of professional services or a group or association of providers or award a contract for the services on the basis of competitive bids submitted for the contract or for the services, but shall make the selection and award:

- (1) On the basis of demonstrated competence and qualifications to perform the services.
- (2) For a fair and reasonable price.
- (3) The professional fees under the contract may not exceed any maximum provided by law.

A contract for technical, scientific, legal, fiscal, or other professional services must be approved by the Board unless specifically delegated by Board action. The terms and conditions of such a contract, including the terms for payment, are subject to the decision of the Board unless specifically delegated by Board action.

The General Manager or Controller may sign checks, ~~or execute~~ authorize electronic approved payments, or authorize payments through the Agency's online payment software for purchases equal to or less than the \$25,000 General Manager purchasing threshold in this Policy.

The General Manager or Controller may sign checks, ~~or authorize~~ execute electronic approved payments, or authorize payments through the Agency's online payment software for purchases



above the \$25,000 General Manager purchasing threshold in this Policy only after Board approval has been obtained. This \$25,000 check signing threshold may be exceeded for emergency conditions as outlined in this Purchasing Policy or for recurring the purchases of regularly needed goods, materials, services, inventory or supplies per purchasing policy guidelines and monthly line item budget limits.

~~Checks for all other purchases not included in the two preceding paragraphs shall be signed by two Board Members at the next regularly scheduled Board meeting. Checks above \$50,000 shall have two signatures of either the General Manager, Controller or Board Members.~~

The Controller is authorized to make inter-fund transfers between Agency bank accounts ~~and to execute~~ make wire transfers for bond payments, investment policy transactions or equivalent distributions. or payments pursuant to bond closing documents.

A check register detailing all payments made by the Agency and all invoices for purchases which require Board approval, and other invoices requested by the Board, will be provided to the Board at the next regularly scheduled Board meeting. Payments requiring Board approval shall be included on the consent agenda for such approval.

**Commented [RP1]:** I do not see why this language is needed. I think this paragraph should be left as is.

## **ITEM B**



---

**West Travis County Public Utility Agency  
Memorandum**

---

TO: Board of Directors

FROM: Robert W. Pugh, WTCPUA GM

CC:

SUBJECT: Aged Meter Policy and AMR Meter Saturation Program

DATE: February 15, 2018

---

The PUA has approximately 7700 residential water meters in its service area, with 4525 being automatic read meters (AMR), and 3175 being manual read meters. AMR meters are read efficiently when a truck drives by and the register transmitter sends the read via signal to the receiving laptop. Manual meters are read when meter readers code the register dial read into a laptop, which takes considerably more time. LCRA started installing AMR meters in 2004 for new installations and replacements, which has been the standard meter to the present time. The existing manual meters consist of several brands that are quite old with an estimated average age of 15 years.

The PUA currently does not have an aged meter changeout policy, which is typically a core function of every water utility. AWWA and water industry publications state that meters should be replaced between ten and twenty years, depending on the type of meter, consumption, and water quality. Meter testing data exhibits that meters can maintain accuracy of 98% at 10 years and 4,000,000 gallons of usage. Other publications advise that the optimum time to replace meters is 15 years due to the beginning of declining accuracy, which affects water revenue.

Accordingly, we recommend that the PUA adopt 15 years as an aged meter replacement policy going forward. AMR meters have a 15-year AWWA M6 accuracy warranty up to 2.5M gallons, and 25-year housing warranty. Registers, which contain transmitters and batteries for sending meter read signals and data log retrieval, have a 20-year warranty with replacement in the first ten years being covered at 100%, and

replacement from 10 to 20 years being pro-rated. Batteries can fail at less than the 15-year aged meter replacement time frame, which requires register replacement, but we feel this can be completed on a case by case basis when required.

The table below shows the total number and age of AMR meters in our service territory, and recommended year of replacement based on a 15-year aged meter replacement policy. It is assumed that meter replacements would be completed by in-house staff:

<u>Install Date</u>	<u>Total Number</u>	<u>Replacement Date</u>
2004	4	2019
2005	16	2020
2006	38	2021
2007	12	2022
2008	152	2023
2009	173	2024
2010	314	2025
2011	584	2026
2012	469	2027
2013	609	2028
2014	510	2029
2015	701	2030
2016	573	2031
2017	<u>370</u>	2032
Total:	4525	

Further, it is also recommended that the 3175 manual read meters be replaced with AMR meters over a three-year period to address the age of these meters, reduce meter reading costs, provide additional staff resources for other needs and provide data log capability for all our customers. The estimated meter cost and labor replacement cost are \$250 and \$100, respectively, resulting in a cost of \$370,416 per year. Alternatively, an AMR meter saturation plan completed over five years would cost \$222,250 per year. Assuming 12 monthly manual reads of each meter per year at 5 minutes per read (including parking and walking to and from the meter), the labor cost savings alone would be \$85,725 per year, not to mention fuel savings. This assumes a fully burdened, single meter reader labor rate of \$27 per hour. This replacement project would be advertised, bid and awarded to a private contractor. Funding would be budgeted and paid for from the PUA facilities fund.

Thank you for your consideration. Please contact me with any questions.