

**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 9:00 a.m. on Thursday, February 16, 2017, 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 19, 2017 Board Meeting and January 24, 2017 Special Board Meeting.**
 - B. Approve bookkeepers report, payment of outstanding invoices and other related bookkeeping matters.**
 - C. Approve 30% Developer Reimbursement Payment to CCNG Development Co., L.P., under Utility Facilities Acquisition Agreement in the amount of \$358,229.67 for water, wastewater, and/or drainage improvements within:**
 - 1. Spanish Oaks Section III.**
 - 2. Spanish Oaks Section IX.**
 - D. Approve Contractor Pay Requests including:**

1. Pay Application No. 3 for Shops Parkway Utility Relocation Project
2. Pay Application No. 10 for SH71 1280 Elevated Storage Tank Project.
3. Pay Request No. 6 for the Spillman Pond Liner Project.
4. Approve Change Order #3 for Spillman Pond Liner Project.
5. Approve Pay Applications for Phases 1, 2 and 3 for Stan Nelke, SCADA Upgrade project.

E. Approve Agreement with USIC, LLC for Utility Locating Services.

F. Approve Service Extension Requests (SERs) for:

1. High on Austin (14 Water LUEs).
2. Junction Athletic Center (42 Water LUEs).

G. Approve PFCS Letter for City of Dripping Springs, Eastern ETJ Master Meter Project.

H. Approve Task Order No. 15 from the Wallace Group, Inc. for Design Services for Tank & Pump Station Coating Improvements.

I. Approve Project No. 11051.108 from Murfee Engineering for Design Services for Raw Water Intake Upgrade and Rehabilitation Design, Approval, and Construction Administration.

V. STAFF REPORTS

A. General Manager's Report including:

1. Update on CIP/Capital Planning Process.

B. Controller's Report (J. Smith)

C. Engineer's Report (K. Parkan)

1. Capital Improvements Plan Update.
2. Operations Report.

D. Legislative Update (S. Albright).

VI. OLD BUSINESS

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

1. Cause No. D-1-GN-16-000538; *Travis County Municipal Utility District No. 12 vs. Public Utility Commission of Texas* in the 250th District Court of Travis County, Texas (D. Klein).

2. *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).*
3. *Cause No. D-I-GN-15-002149; West Travis County Public Utility Agency v. Severn Trent Environmental Services, Inc., in the 98th District Court of Travis County, Texas and Cause No. D-I-GN-15-002169; Severn Trent Environmental Services, Inc. v. West Travis County Public Utility Agency, in the 98th District Court of Travis County, Texas (D. Klein/J. de la Fuente).*
4. *CCNG Development Co., L.P. v West Travis County Public Utility Agency and Lower Colorado River Authority; in the 345th Judicial District Court, Travis County, Texas; Cause No. D-1-GN-14-000163 (D. Klein).*

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

- B. Discuss, consider and take action on maintenance, repair and expansion of raw water pump station (D. Lozano/R. Pugh).**
- C. Discuss, consider and take action on order appointing one new member to the Impact Fee Advisory Committee (R. Pugh/D. Klein).**
- D. Discuss, consider and take action on pre-treatment pilot study for Rosie's Tamale House (K. Parkan).**

VII. NEW BUSINESS

- A. Discuss, consider and take action on pre-treatment surcharges for McDonalds, Inc. (K. Parkan).**
- B. Discuss, consider and take action on preparation and format of Board meeting packets (J. Riechers).**
- C. Discuss, consider and take action on proposal to bring rate and financial planning services in-house, including cost of service studies, rate studies and Impact Fee studies (J. Smith/R. Pugh).**

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

- D. Discuss, consider and take action on policy for Impact Fee Funds usage (N. Heddin/R. Pugh).**

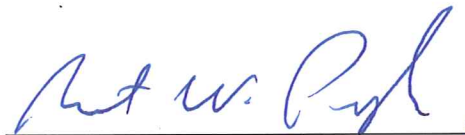
(This item may be taken into Executive Session under the consultation with attorney exception)

- E. Discuss, consider and take action on proposal from CCNG, Inc., for additional effluent irrigation area and infrastructure (K. Parkan).**

- F. Discuss, consider and take action on revision to Budget Policy and Order Adopting the Annual Budget Policy (J. Smith).**
- G. Discuss, consider and take action on establishment of Purchasing Policy (J. Smith).**
- H. Discuss, consider and take action on Impact Fee Advisory Committee discussions and recommendations including (D. Lozano/N. Heddin):**
1. Update on actual LUE build out vs. projected demographic study LUE build-out, next scheduled Impact Fee Study, and possible advancement of study.
2. Recommendation to review and revise WTCPUA LUE Table.
- I. Discuss, consider and take action on six-month performance review of General Manager (R. Pugh).**
(This item may be taken into Executive Session under the personnel exception and consultation with attorney exception).
- J. Discuss, consider and take action on proposed date and time in May, 2017 for Special Board Work Session on Capital/CIP planning, policy, and financial and rate planning (J. Smith/R. Pugh).**
- K. Discuss, consider and take action on WTCPUA customer payment options, charges, and fees (J. Riechers).**
(This item may be taken into Executive Session under the consultation with attorney exception).

VIII. ADJOURNMENT

Dated: February 10, 2017



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.