

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

April 19, 2018

Present:

Scott Roberts, President
Don Walden, Vice President
Ray Whisenant, Secretary
Bill Goodwin, Assistant Secretary
Eileen Brzoska, Director

Staff and Consultants:

Robert Pugh, General Manager
Jennifer Riechers, Program Manager
Jennifer Smith, Agency Controller
Stefanie Albright, (Lloyd Gosselink Rochelle & Townsend, P.C.), Agency General Counsel
David Klein, (Lloyd Gosselink Rochelle & Townsend, P.C.), Agency General Counsel
Judith Coker, Agency Engineer
Trey Cantu, Agency Operations Manager
Dennis Lozano, Engineering Consultant

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

Mr. Gene Lowenthal with the HPR Scenic Corridor Coalition and HPR Matters addressed the Board. He voiced his appreciation to the PUA for the implementation of policies with strong water quality measures and stated that these organizations are supportive of the PUA on these issues. He first addressed the Deer Creek item, stating that initially it was believed that there was a “loophole” where wholesale customers were not required to follow U.S. Fish and Wildlife Service’s (USFWS) Memorandum of Understanding (MOU) measures or a more stringent regional water plan. He stated that Mr. Pugh confirmed however that the original contract with the LCRA that conveyed to the PUA required water quality measures for this wholesale customer. The Hilltop Tract developer has claimed that there is a commitment to water from Deer Creek Water Company that doesn’t require USFWS MOU compliance and that this will be detrimental to neighboring communities. He asked that Hilltop Manor be required to conform to the PUA’s wholesale contract with Deer Creek Water Company.

Mr. Jim Koerner next addressed the Board as a member of HPR Matters. He stated that HPR Matters is very supportive of the USFWS MOU measures implemented by the PUA and stated that they are here to support the PUA in this matter. He stated that they are planning to engage their attorney to conduct additional research regarding this lawsuit and provide this information to the PUA.

Ms. Nancy Hernandez addressed the Board as a Deer Creek Water Company customer. She said she is speaking on behalf of many Deer Creek customers regarding the Hilltop Manor project. She stated that there are concerns regarding water supply and other issues about the availability and impacts of providing water from Deer Creek to this project. She stated that she attempted to contact the owner of Deer Creek Water Company but has not yet received a response. She stated that the PUA has a duty to enforce the contract provisions and show compliance with USFWS MOU measures to protect other customers and the environment.

Ms. Miriam Wright stated that she was a longtime resident and remembered when LCRA had approved the MOU and required that developers abide by these rules. She stated that the PUA has accepted enforcement authority of these rules, and she expected that the PUA would also enforce these measures.

Mr. Peter Golde next addressed the Board as a Hamilton Pool Road resident. He stated that the Board was supportive and familiar with the 2000 USFWS MOU that related to the construction of the US 290 water pipeline and future water lines on Hamilton Pool Road and Ranch Road 12. He stated that the MOU remains in effect and is binding on successors in interest. The Hamilton Pool Road and hill country community are interested in continued enforcement of these MOU measures and that developers in Rocky Creek and Belvedere committed to more stringent measures than required by the MOU when developing on Hamilton Pool Road. He stated that the community is committed to these measures, and the PUA is commended to its compliance with the MOU and hope that the PUA will continue to abide by this commitment.

Rochelle Best next spoke, stating that she lives next to the proposed Hilltop Manor development. She stated that the PUA should impose the impervious cover restrictions and MOU measures required by Deer Creek Water Company's wholesale contract. She asked that the PUA demand Deer Creek's compliance and noted that her lot already has problems relating to erosion and adding additional development without enforcing these measures could make this worse.

Christy Muse with Shield Ranch spoke, stating that Shield Ranch is the second largest tract of land in Travis County off of Hamilton Pool Road, accounting for 10% of the Barton Creek Watershed. She stated 90% of the land has been committed to conservation easements. She stated that the ranch has been involved in development issues for decades, including when the MOU and the construction of the HPR waterline were originally negotiated. She stated that the PUA's vigilance was appreciated, and that the Ranch is there to support the PUA and be a partner at the table.

Charlie Flatten with the Hill Country Alliance next addressed the Board. He stated that the Alliance supports the previous spoken comments and supports and stands by the PUA's adherence to the USFWS MOU.

Lisa Rhoden next address the Board on behalf of Scenic Corridor Coalition, voicing her support of the PUA's enforcement of the USFWS MOU provisions. She asked that the PUA continue enforcing these measures, and as a resident downstream of the proposed Provence development, asked that the PUA keep the waters clean.

Ms. Christine Jesurun next addressed the Board as a resident of Deer Creek Ranch for 16 years. She stated that there had been many hardships experienced by her and her neighbors, stating that the water company had requested rate increases on three separate occasions. She stated that her neighbors had researched the water company and found that there were issues of noncompliance that were not fully enforced. She is concerned that the Hilltop Manor will be a similar situation and hoped that this issue stops with the PUA by enforcing the wholesale agreement.

Ariel Axelrod addressed the Board as a PUA customer stating that he had lived previously on Hamilton Pool Road. He stated that his concern is fairness, and the waterline on Hamilton Pool road was built on conditions that the PUA is tasked with enforcing. He stated that he had no concerns with increased rates due to the enforcement of the MOU policies.

IV. CONSENT AGENDA

- A. Approve minutes of March 15, 2018 regular Board Meeting.**
- B. Approve payment of outstanding invoices and other related bookkeeping matters.**
- C. Approve Construction Inspection Services Agreement with The Bridge Group.**

MOTION: A motion was made by Director Goodwin to approve the Consent Agenda Items IV.A and B, provided as **Exhibits A - B**. The motion was seconded by Director Roberts.

The vote was taken with the following result:

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

Director Goodwin asked about the redlines regarding quarterly billing and stated that seemed like a long period of time. Mr. Pugh stated that based on the experience with the Bridge Group and the detail in the invoices, that quarterly would be sufficient.

MOTION: A motion was made by Director Goodwin to approve the Agreement with the Bridge Group, provided as **Exhibit C**. The motion was seconded by Director Roberts.

The vote was taken with the following result:

Voting Aye: Directors Roberts, Whisenant, Goodwin, Walden, and Brzoska

Voting Nay: None

Absent: None

- D. Approve Change Order No. 2 in the amount of \$93,582 for CFG Industries, LLC for repairs of water tanks and appurtenances, replacement of miscellaneous items, and substitution of improved interior water tank coating system at Home Depot and County Line Pump Stations.**

Director Goodwin stated that he had asked about the reasons for the change orders but stated that follow up information confirmed the reasoning for the change order, which was tied to discovered deterioration.

MOTION: A motion was made by Director Goodwin to approve Change Order No. 2, provided as **Exhibit D**. The motion was seconded by Director Roberts.

The vote was taken with the following result:

Voting Aye: Directors Roberts, Whisenant, Goodwin, Walden, and Brzoska

Voting Nay: None

Absent: None

Director Whisenant left the meeting at 11:10 a.m.

- E. Approve CP and Y, Inc. Engineering Services Proposal in the amount of \$36,495 for feasibility study and modeling services to extend effluent irrigation to Bee Cave City Park.**

Director Goodwin asked about this item and stated that the Backyard Development had proposed an effluent line to run through the Bee Cave City Park and provide some effluent. He asked why the PUA would duplicate this developer's efforts. Further, effluent water would be more valuable after the beneficial reuse project was implemented, and Bee Cave was not intending to pay for effluent. Director Goodwin questioned whether this proposal was timely.

Director Roberts questioned whether there may be duplication of efforts already undertaken by staff and Murfee Engineering. Director Walden confirmed that he didn't know if this was the right time to look at this proposal.

MOTION: A motion was made by Director Roberts to put this item on hold until it is determined what the Backyard Development will do. The motion was seconded by Director Walden.

The vote was taken with the following result:

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

F. Approve Agreement with City of Austin to transfer CCN to WTCPUA for Preserve at Oak Hill.

Mr. Goodwin addressed this item, provided as Exhibit E. He asked about the diagram showing the parcel and asked if this was mostly in the PUA's CCN. Director Klein stated that approximately 2/3 of the parcel is in the PUA's CCN. In response to a question from Director Goodwin, Mr. Klein stated that the process is simple and costs were anticipated to be covered by the developer.

MOTION: A motion was made by Director Goodwin to approve the Agreement with the City of Austin to transfer CCN to WTCPUA for the Preserve at Oak Hill, provided as Exhibit E. The motion was seconded by Director Roberts.

The vote was taken with the following result:

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

Mr. Klein stated that the City of Austin approved this agreement as well.

G. Approve Second Amendment to Parten Ranch Nonstandard Services Agreement.

Director Goodwin asked for background on this item, provided as Exhibit F. Mr. Pugh stated that this item was to address some ambiguities regarding the original agreement and the first amendment that had not been addressed. He stated that impact fees were originally required to be prepaid at the time of final plat, and this amendment will have these fees be due at the time of acceptance of facilities. Additionally, Mr. Pugh stated that the phasing of the facilities in coordination with the CIP needed to be better coordinated to ensure provision of service and proper operation with no impacts on upstream customers.

Mr. Pugh stated that there was also an interconnect between Parten Ranch and Highpointe, and that this amendment clarified the timing that this connection would go in.

Mr. Lozano stated that Table One was originally drafted by Murfee Engineering and Director Goodwin asked what had changed. Mr. Lozano stated that Amendment No. 1 created changes that were being fixed by Amendment No. 2.

Director Goodwin confirmed that staff is using a template NSSA for developments.

MOTION: A motion was made by Director Goodwin to approve the Second Amendment to the Parten Ranch Nonstandard Services Agreement, provided as Exhibit F. The motion was seconded by Director Walden.

The vote was taken with the following result:

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

In response to a question from Director Roberts, Mr. Pugh stated that the agreement requires prepayment of impact fees and confirmed that reservation fees are being paid. Ms. Smith stated that customers that pay impact fees will be paying a minimum bill as an active customer, even if a tap had not yet been set.

H. Approve Third Amendment to Highpointe Developer Agreement.

Director Goodwin addressed this item, provided as Exhibit G. Director Goodwin stated that there is an easement for the Burba property that he understood but questioned the extension of the Reservation Period. Mr. Pugh confirmed that this extends the end date of the reservation period.

MOTION: A motion was made by Director Roberts to approve the Third Amendment to the Highpointe Developer Agreement, provided as Exhibit G. The motion was seconded by Director Goodwin.

The vote was taken with the following result:

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

I. Approve Lease Agreement with Springhollow Municipal Utility District for Parten Ranch Development.

Don Walden addressed this item, provided as Exhibit H. He asked this item be pulled and put on the May agenda to discuss in executive session with the attorney as this is a modified lease in comparison to other lease agreements with other customers. He stated he wanted additional information regarding the maintenance bonds, indemnification, tax compliance, and other terms as to how they may impact the PUA. He stated that in Florida the IRS went after a number of districts and took away tax exempt status, and he wants to make sure that if there are challenges relating to these bonds, or if the tax laws change, that the PUA is not liable.

MOTION: A motion was made by Director Roberts to pull this item and place on May agenda with executive session. The motion was seconded by Director Walden.

The vote was taken with the following result:

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

J. Approve Highpointe Phase 5 Section 3 Developer Reimbursement in the Amount of \$150,576.34.

MOTION: A motion was made by Director Roberts to approve the Highpointe Phase 5, Section 3 Developer Reimbursement in the amount of \$150,576.34. The motion was seconded by Director Walden.

The vote was taken with the following result:

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

V. STAFF REPORTS

A. General Manager's Report.

Mr. Pugh presented this item, provided as **Exhibit I**. He first outlined the processes that went into obtaining a reduction in Master Meter charges for meters.

Mr. Pugh next discussed the current audit process with wholesale customers, stating that the PUA had typically reviewed the customers records provided, but had never looked beyond these documents to confirm the information and the amount of impact fees being paid.

Director Roberts asked about contracts that limit the use of water, such as DSWSC, and if there are other customers taking more than the contract amount. Mr. Pugh stated that DSWSC takes a peak of 1 MGD. Director Roberts stated his concern that more water could be delivered through the meter than contractually reserved. Mr. Lozano addressed this item stating that the DSWSC meter is read daily, although more than 1 MGD could go through the meter.

Director Roberts asked if the meter flow could be restricted, to which Mr. Lozano stated that it would be difficult unless there was some type of smart meter to calculate flows. Director Roberts asked Mr. Lozano for additional information on the amount of water going through the meter.

Director Roberts asked if staff could ask Bee Cave, Drippings Springs, Hays County, and Travis County to inform the PUA when new developments are requesting plats in the PUA's service area.

The Board asked about Mr. Pugh's lunch with Pix Howell and he responded that they discussed the background of the PUA and generally became acquainted.

Director Goodwin asked about the meeting ESRI regarding GIS software, to which Mr. Pugh stated that this is exploring the possibility of bringing mapping in-house.

Director Roberts asked about Item 17, and Mr. Lozano stated that this TLAP application includes the beneficial reuse project, and that the permit amendment is in technical review at the TCEQ.

Director Roberts asked about the Bee Cave town hall meeting and how the item of the beneficial reuse program was received. Discussion ensued regarding the treatment of the beneficial reuse water, and Mr. Lozano confirmed that the new water would be sent directly to the water system.

Discussion ensued regarding the new website design.

Mr. Pugh stated that the PUA met with the City of Austin to discuss the proposed interconnect agreement, and that the relationship is cordial and the agreement is moving forward.

B. Controller's Report.

Ms. Smith presented the Sterling Capital investment report, provided as **Exhibit J**, regarding investments through March 31, 2018. Mr. Virani, Sterling Capital, addressed the board and stated that since December rates have moved considerably to increase rates and the portfolio is positioned accordingly.

Director Roberts asked why the term "impact fee" was used, to which Ms. Smith stated that this is to address the impact to the system of new development. Director Roberts stated that he would prefer that this be called a capital recovery fee.

Mr. Klein stated that the Texas Local Government Code refers to "impact" fees which is why it is utilized. He stated that "capital recovery fee" can be referenced in the Tariff.

Ms. Smith presented the Controller's Report, provided as **Exhibit K**. She stated that the PUA is on track financially.

C. Engineer's Report including:

- 1. Capital Improvements Plan Update.**
- 2. Impact Fee Study Update**

r. Lozano provided this report, provided as **Exhibit L**. He stated that the research showed strong growth of approximately 8% over the last two years. Discussions ensued regarding the projections for development. Director Roberts directed staff to reach out to wholesale customers to provide information regarding anticipated use in the land use assumptions and impact fee study.

Mr. Lozano referenced a graph that showed peak day usage compared to projections from the last land use assumptions, and then showed the proposed 2018 land use assumptions. He stated that while peak day usage shown in the land use assumptions graph has been flat, there is continuity between the LUE increase and average use, such that the definition of an LUE for average usage has not changed but that, based on his analysis, per connection peak day unit usage continues to drop. In response to a question from Director Goodwin, Mr. Lozano stated that this could be attributed to tiered rates and general social awareness of water conservation.

Mr. Pugh stated that staff was comfortable with Mr. Lozano's approach in developing the land use assumptions and projecting use.

Mr. Lozano next addressed the wastewater system land use assumptions. He stated that there is also a noted change in wastewater use to be lower than the previous projections. He stated that there has been almost 20% growth in the PUA system since the transition from the LCRA and that these numbers don't necessarily change whether or not facilities are added, but rather changes the allocations between existing needs and needs for future growth.

In response to a question from Director Goodwin, Mr. Lozano stated that the quality of the influent is typically affected by the lower flow. Discussion ensued regarding the quality and quantity of wastewater and planning for future wastewater facilities.

Director Roberts asked whether the Lake Pointe WWTP could ever be taken offline with other system improvements. Mr. Lozano stated that he would look at this possibility. Director Roberts asked if commercial flows could all be diverted to the Bohls WWTP, to which Mr. Lozano stated that it may be possible, but there are some major points of comingling that would have to be reviewed.

Director Walden stated that he has been following the Rocky Creek wastewater treatment plant, and that they found the same higher concentration than planned that Mr. Lozano referenced in the PUA system, and that this affected the Phase 2 design of the Rocky Creek facilities.

Mr. Pugh stated that the next step would be to send letters to wholesale customers asking for confirmation of LUE projections for demand, then at the next meeting present the CIP projects and costs. After this information is presented, the PUA's rate consultant would then prepare an impact fee study. The Board asked that Mr. Pugh send a proposed date for a work session at the May meeting.

Director Goodwin next addressed the engineer's report, provided as **Exhibit M**

At 12:14 p.m., Director Roberts announced that the Board would convene in executive session to consult with its attorney under Texas Government Code 551.071 regarding Items VI. B/VII. A; G.

At 12:47 p.m., Director Roberts announced that the Board would convene in open session and that no action had been taken.

- D. Operations Report including:**
- 1. PRV maintenance plan update.**
 - 2. Elimination of annual equipment rental costs.**

This report was provided as **Exhibit N.**

Director Goodwin addressed Mr. Cantu, asking about an injury sustained by an employee. Mr. Cantu stated that they are waiting for an additional update.

Mr. Pugh asked Mr. Cantu to outline the cost savings identified in the memorandum. Mr. Cantu stated that there are some lease agreements, such as the carbon vessel used to treat odors, that were addressed to reduce costs. He stated that the cost for the carbon vessel was mitigated by purchasing the system versus leasing it, and the return on the investment is anticipated in less than a year. Similar changes were made regarding the frac tank.

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.**

At 10:03 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. and VII. F/1.

At 10:27 a.m., Director Roberts announced that the Board would convene in open session and that no action had been taken.

- 2. Williams 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 on amendments to WTCPUA Service and Development Policies.**

This item was discussed in executive session.

- C. Discuss, consider and take action on office building options for WTCPUA Administration and Customer Service operations.**

Mr. Pugh presented on this item, providing a status memo as **Exhibit O.** He stated that the Galleria Oaks property was considered to be the best fit for future office space. Mr. Pugh went through the

list of items negotiated as a component of the lease agreement. He stated that the building is on Bee Cave Parkway just before 620.

Mr. Pugh asked for authorization to approve the included agreement and to execute a formal lease agreement.

MOTION: A motion was made by Director Goodwin to approve the agreement and authorization to execute a formal lease agreement. The motion was seconded by Director Walden.

The vote was taken with the following result:

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

Director Walden asked that Mr. Pugh see if there could be an option to go beyond 5 years, and potentially seek a 7-year lease with the option to go 2 years beyond the initial 7 years.

VII. NEW BUSINESS

A. Discuss, consider and take action on Wholesale Agreement with Deer Creek Ranch Water Company, LLC.

Director Goodwin asked whether the Hilltop Manor plat had been approved by Travis County. Mr. Lowenthal stated that there is a two-step process where the replat would be approved, and then later the site plan. He stated that neither had been approved by Travis County at this point. He stated that he would like a resolution from the Board supporting implementation of MOU measures.

Director Roberts stated that he was already asking the Board to authorize sending a letter to Hays County/City of Dripping Springs about including plat notes relating to USFWS MOU compliance.

MOTION: A motion was made by Director Roberts for Staff to contact Travis County to notify Hays County that Deer Creek Water Company must comply with the USFWS MOU, and that plans submitted be reviewed under these standards, and further directed Staff to draft letter to Dripping Springs, Travis County, Hays County, and Bee Cave, asking that all future plats include a plat note requiring compliance with the MOU, and that such letter be brought to the Board at the next meeting for approval. The motion was seconded by Director Goodwin.

The vote was taken with the following result:

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

Mr. Goodwin asked whether there were other enforcement measures available, and Ms. Albright mentioned that the Public Utility Commission has jurisdiction over the Deer Creek Water Utility.

Director Walden stated that the plat note has enforcement jurisdiction from the different entities approving and stated that there can be multiple notes regarding this compliance issue that can assist with enforcement.

Director Roberts asked that Director Walden work with staff on this issue.

B. Discuss, consider and take action regarding plat review and USFWS MOU requirements in plats by Hays County and the City of Dripping Springs.

This item was discussed in executive session.

C. Discuss, consider and take action on filling vacancy on WTCPUA Finance Committee.

Ms. Smith presented this item, stating that currently Director Walden is the only member on the committee.

MOTION: A motion was made by Director Roberts to appoint Director Whisenant. The motion was seconded by Director Goodwin.

The vote was taken with the following result:

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

D. Discuss, consider and take action on appointment of new Vice President to WTCPUA Board.

MOTION: A motion was made by Director Goodwin to appoint Director Walden as Vice President. The motion was seconded by Director Roberts.

The vote was taken with the following result:

Voting Aye: Directors Roberts, Goodwin, and Brzoska
Voting Nay: None
Absent: Director Whisenant
Abstain: Director Walden

E. Discuss, consider and take action on resignation of Michael Slack from Impact Fee Advisory Committee, and nominations for replacement.

Mr. Pugh stated that Mr. Slack was a developer member and asked for input and direction regarding a new developer appointee.

Director Walden stated it would be good to find a director on the 290 System. Director Roberts stated that he would touch base with staff regarding recommendations.

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

1. *John Hatchett, Sandra Hatchett and JPH Capital, LLP v. West Travis County Public Utility Agency; in the 201st Judicial District Court, Travis County, Texas; Cause No. D-1-GN-18-001654.*

This item was discussed in executive session.

G. Discuss, consider and take action regarding non-payment of annual reservation fees for Nonstandard Service Agreements (NSSAs) including:

1. The Backyard Project
2. The Terrace Project.

Director Goodwin confirmed that there are two notices of default, one for each project referenced on the agenda, adding up to approximately \$380,000 that was due in December 2017. Director Goodwin confirmed with Ms. Smith that the PUA is not obligated to invoice for reservation fees, to which Ms. Smith confirmed that the developer is obligated to pay the reservation fees. She stated that the reservation fees were due December 16, and that 30 days was allowed for payment. She stated that a reminder and a past due notice were sent to Chris Milam and his attorney Steve Metcalfe, to the contact information provided in the NSSA. Ms. Smith stated both invoices sent to Chris Milam were returned due to finding out later that the email address in the NSSA being incorrect, but the attorney did receive the invoicing.

Director Roberts confirmed that Ms. Smith has the correct information, and that a follow up billing invoice was sent and received.

Director Goodwin referenced a notice of default, provided as **Exhibit P**, which includes a statement that the reservation be paid by May 11, 2018.

MOTION: A motion was made by Director Roberts to send termination letter if payment not received by May 11, 2018. The motion was seconded by Director Walden.

The vote was taken with the following result:

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

VIII. ADJOURNMENT


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

The vote was taken with the following result:

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

The meeting adjourned at 1:58 p.m.

PASSED AND APPROVED this ___ day of May, 2018.



Scott Roberts, President
Board of Directors

ATTEST:


Ray Whisenant, Secretary/Treasurer
Board of Directors