

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

January 20, 2022

Present:

Jack Creveling, Vice President
Walt Smith, Secretary
Clint Garza, Director

Staff and Consultants:

Jennifer Riechers, Agency General Manager
Jennifer Smith, Agency Controller
Eric Morgan, Agency Operations Manager
Stefanie Albright (Lloyd Gosselink Rochelle & Townsend, P.C.), Agency General Counsel
Jason Baze (Murfee Engineering Company, Inc.), District Engineer

I. CALL TO ORDER

The meeting was called to order by Director Creveling at 1:01 p.m.

II. ESTABLISH QUORUM

A quorum was established with the above-referenced Directors, staff, and consultants present.

III. PUBLIC COMMENT

Robert Salgo provided public comment, and introduced himself as the new president of Lake Pointe MUD. He stated that he looked forward to working with the PUA.

IV. CONSENT AGENDA

- A. Approve minutes of November 18, 2021 regular Board Meeting.**
- B. Approve payment of invoices and other bookkeeping matters, including:**
 - 1. Quarterly Investment Report;**
 - 2. BOK Financial Invoices for Bond Payments (due 2/15/22):**
 - a. Revenue Bonds, Series 2015, \$297,931.25;**
 - b. Refunding Bonds, Series 2017, \$3,193,200.00;**
 - c. Revenue Bonds, Series 2019, \$314,050.00.**
- C. Ratify Contractor Pay Apps paid in December:**

1. Payton Construction, Pay Application 10, \$140,402.87, County Line 1308 Pump Station 1340 Conversion;
 2. DN Tanks, Inc., Pay Application 16, \$24,535.12, Southwest Parkway Ground Storage Tank 2.
- D. Approve Contractor Pay Requests including:
1. Payton Construction, Pay Application 11, \$102,279.38, County Line 1308 Pump Station 1340 Conversion;
 2. Preload, LLC, Pay Application 1, \$181,498.45, Hamilton Pool Road Ground Storage Tank 2.
- E. Approve Service Availability Letter and Non Standard Service Agreement for:
1. Hawkridge Subdivision, 290 System, 55 Water LUEs;
 2. The Terrace, 71 System, 247 Water LUEs and 227 Wastewater LUEs.
- F. Approve quotes for:
1. Lonestar Forklift, \$39,280 for new forklift for the Water Treatment Plant;
 2. Curry Supply Co, \$161,459.00 for large crane truck for Electro Mechanical Department.

MOTION: A motion was made by Director Garza to approve the consent agenda, provided as Exhibits A-F. The motion was seconded by Director Smith.

The vote was taken with the following result:

Voting Aye: Directors Creveling, Smith, and Garza
 Voting Nay: None
 Abstained: None
 Absent: Directors Roberts and Bethke

V. OLD BUSINESS

At 1:24 p.m., Director Creveling announced that the Board would convene in executive session to consult with its attorney pursuant to Texas Government Code § 551.071 regarding V.A.

At 2:13 p.m., Director Creveling announced that the Board would reconvene in open session and that no action had been taken in executive session.

- A. Discuss, consider and take action regarding pending litigation, relating to the following:

1. Weekley Homes LLP v. West Travis County Public Utility Agency, in the 200th Judicial District Court, Travis County, Texas; Cause No. D-1-GN-20-002291.

This item was discussed in executive session.

MOTION: A motion was made by Director Garza to authorize General Counsel and the General Manager to move forward with settlement discussions. The motion was seconded by Director Smith.

The vote was taken with the following result:

Voting Aye: Directors Creveling, Smith, and Garza
Voting Nay: None
Abstained: None
Absent: Directors Roberts and Bethke

VI. NEW BUSINESS

A. Discuss, consider and take action on proposal from aci consulting for GCWA presence/absence surveys on the Raw Water Transmission Main Tract.

MOTION: A motion was made by Director Smith to approve the proposal from aci consulting, provided as **Exhibit G**. The motion was seconded by Director Garza.

The vote was taken with the following result:

Voting Aye: Directors Creveling, Smith, and Garza
Voting Nay: None
Abstained: None
Absent: Directors Roberts and Bethke

B. Discuss, consider and take action on presentation from Garry Kimball, Specialized Public Finance, Inc., regarding 2022 bond financing.

Mr. Kimball presented on this item, with backup provided as **Exhibit H**. He stated that his team would be working with staff to prepare offering documents with a plan to have a competitive sale with bids presented in April and funding in May. Mr. Kimball outlined the path forward and the process to seek rating and confirmed that a competitive sale will be pursued.

Director Smith asked if Mr. Kimball saw any setbacks related to changes in state law, and whether these changes would have an impact to the sale, and whether the underwriting could be structured to keep the funds within the State of Texas to avoid volatility. Mr. Kimball stated that for a \$40 million deal he didn't anticipate any issue. He also stated that it is a policy decision of the Board of Directors to keep the funds local, but doing so may need a negotiated sale.

Director Creveling discussed the call date and Mr. Kimball confirmed an earlier call date is not cost prohibitive. Director Smith stated that he is also supportive of a call date that would give the most flexibility.

C. Discuss, consider and take action on proposal from Murfee Engineering Company, Inc. for Preliminary Engineering Analysis for the 290 Parallel Water Transmission Main

Mr. Baze presented on this item, provided as **Exhibit I**. He stated this proposal is to look at the preliminary scope and review the alignment capabilities. He stated the project is scheduled for completion in 2025, and this preliminary engineering analysis is important to start on this project.

Director Smith asked if there was enough in the budget for land acquisition services, to which Mr. Baze stated that this proposal includes assistance to identify tracts and existing easements, but does not include land acquisition.

MOTION: A motion was made by Director Smith to approve the proposal from Murfee Engineering Company for Preliminary Engineering Analysis for the 290 Parallel Water Transmission Main in an amount not to exceed \$112,605.00, provided as **Exhibit I**. The motion was seconded by Director Garza.

The vote was taken with the following result:

Voting Aye: Directors Creveling, Smith, and Garza
Voting Nay: None
Abstained: None
Absent: Directors Roberts and Bethke

D. Discuss, consider and take action on proposal from Murfee Engineering Company, Inc. for amendment to the Darden Hill Road Waterline Relocation proposal.

Mr. Baze presented this item, provided as **Exhibit J**. He stated that this adds services to the existing design contract for the Darden Hill Road Waterline Relocation contract. Director Smith stated that the PUA has spent approximately \$40,000 on this project and there has been additional work that has arisen. He stated that the City plans to start clearing in March on the project, and this proposal closes out the work needed.

MOTION: A motion was made by Director Smith to approve the proposal from Murfee Engineering Company for an Amendment to the Darden Hill Road Waterline Relocation in an amount not to exceed \$9,880.00, provided as **Exhibit J**. The motion was seconded by Director Garza.

The vote was taken with the following result:

Voting Aye: Directors Creveling, Smith, and Garza
Voting Nay: None
Abstained: None
Absent: Directors Roberts and Bethke

E. Discuss, consider and take action on Recommendation of Award for the 1080 Transmission Main, Segment A, project

Mr. Baze presented on this item, provided as **Exhibit K**. He detailed the project and recommended proceeding with the bidding process and awarding the contract to S.J. Louis Construction of Texas in the base bid amount of \$3,514,023.10. He stated that S.J. Louis has helped with several PUA pipeline projects in the past.

MOTION: A motion was made by Director Garza to approve award for the 1080 Transmission Main, Segment A, Project to S.J. Louis Construction of Texas in the amount of \$3,513,023.10, provided as **Exhibit K**. The motion was seconded by Director Smith.

The vote was taken with the following result:

Voting Aye: Directors Creveling, Smith, and Garza
Voting Nay: None
Abstained: None
Absent: Directors Roberts and Bethke

VII. STAFF REPORTS

A. General Manager's Report.

Ms. Riechers presented this item, provided as **Exhibit L**.

B. Controller's Report.

The Controller's Report was presented by Ms. Smith, and provided as **Exhibit M**.

C. Operations Report.

Mr. Morgan presented this item, provided as **Exhibit N**.

D. Engineer's Report including:

1. Capital Improvements Plan Update

This item was provided as **Exhibit O**.

VIII. ADJOURNMENT

MOTION: A motion was made by Director Smith to adjourn the meeting. The motion was seconded by Director Garza.

The vote was taken with the following result:

Voting Aye: Directors Smith, Creveling, and Garza
Voting Nay: None
Abstained: None
Absent: Directors Roberts and Bethke

The meeting adjourned at 2:15pm.

PASSED AND APPROVED this 17th day of February, 2022.



Walt Smith, Secretary
Board of Directors