

**MINUTES OF MEETING  
HURST CREEK MUNICIPAL UTILITY DISTRICT  
MAY 20, 2024**

THE STATE OF TEXAS §

COUNTY OF TRAVIS §

The Board of Directors of Hurst Creek Municipal Utility District (the "District") met this date at 9:03 a.m. in Regular session, open to the public at 102 Trophy Drive, The Hills, Texas 78738, and the roll was called of the duly constituted officers and members of the Board to wit:

**Present:**

William A. Coskey	President
Mike Maroney	Secretary
Tom Stiles	Treasurer
John Almond	Assistant Secretary
James M. Wingard	Vice-President

**thus, constituting a quorum.**

Also present were Earl Wood, Kurt Pendleton, Stacey Johnson, Alma Wood, Beth Caccamisi, and Sonja De La Fuente of Hurst Creek MUD, Mayor Sarah Carroll of the Village of The Hills, and Sara Jenkins of The Hills POA.

- 1. Consider, discuss, and take any necessary action regarding Hurst Creek MUD's Employee Safety Program.**

Kurt Pendleton reported that staff met last week and discussed Lockout Tagout. At the meeting, the team watched a video regarding lockout tagout procedures and discussed examples of what could happen if proper procedure is not followed. Director Stiles pointed out that lockout/tagout accidents are second only to slips and falls when it comes to insurance claims.

- 2. Consider, discuss, and take any necessary action regarding Lower Colorado River Authority (LCRA) update on Drought Contingency Plan and Pro Rata Curtailment.**

Earl Wood reminded the Board that, as discussed at the special meeting on May 3<sup>rd</sup>, the updates to the District's Drought Contingency Plan are in response to the LCRA rules, which include a permanent two-times per week outdoor watering limit, removing the volunteer stage, and adding an additional stage.

Director Coskey commended the Drought Communications Subcommittee on the letter that went out to residents. The Committee will work together to determine when the next communication will go out.

*Director Almond moved to approve the Drought Contingency Plan; Director Wingard seconded the motion, which carried 5-0.*

**3. Consider, discuss, and take any necessary action to approve the updated Water Conservation Plan.**

Earl reported that the Water Conservation Plan is updated every five years. He explained that numbers and verbiage have been updated in the document as required by the LCRA and TCEQ, but it is not a complete overhaul. He explained that he is working with the POA to allow more drought tolerant landscaping. Discussion was held regarding golf course irrigation and effluent water levels and options for future water storage. Director Almond requested adding the date updated to the front of the document. Director Wingard asked about the residential gallons per day per connection. Earl advised that he will verify the data in Appendix 3 before submitting the final document. He will report the final outcome at the next Board meeting.

*Director Almond moved to approve the Water Conservation Plan and authorize Earl to verify the data and make any required modifications if needed; Director Wingard seconded the motion, which carried 5-0.*

**4. Consider, discuss, and take any necessary action on drainage and MS4.**

Kurt Pendleton reported that the owner of 8 Windwood Court is building a small guest house on the back of their property and has requested a variance to the District Drainage Rules allowing them to delay installation of a drainage ditch unless additional construction on the property occurs or they sell the home.

*Director Almond moved to approve a Variance to the District Drainage Rules for 8 Windwood Court; Director Maroney seconded the motion, which carried 5-0.*

**5. Consider, discuss, and take any necessary action to approve the Minutes of the April 15, 2024, Regular Board Meeting.**

The Board reviewed the minutes of the April 15<sup>th</sup> Regular Board Meeting. There were no recommended changes.

**6. Consider, discuss, and take any necessary action to approve the Minutes of the May 3, 2024, Special Board Meeting.**

The Board reviewed the minutes of the May 3<sup>rd</sup> Special Board Meeting. There were no recommended changes.

*Director Almond moved to approve the Minutes of the April 15, 2024 Regular Board meeting and the Minutes of the May 3, 2024 Special Board Meeting; Director Stiles seconded the motion, which carried 5-0.*

**7. Consider, discuss, and take any necessary action to approve the April 2024 Bookkeeper's Report and paid invoices.**

Alma Wood reviewed the written report with the Board. The General Fund closed the month with a balance of \$1.5 million and the Debt Service Fund closed the month with a balance of \$122,000. 97.4% of the property taxes have been received. 5.32% interest was earned in TexPool. A brief discussion was held among the Board and staff regarding various expenses and potential revenue impacts due to water restrictions. Earl advised that he will report on cash projections and capital expenditures at the next meeting.

*Director Maroney moved to approve the April 2024 Bookkeeper's Report and paid invoices; Director Almond seconded the motion, which carried 5-0.*

**8. Consider, discuss, and take any necessary action to approve the April 2024 Manager's Operating Report.**

Earl reviewed the written report with the Board. He reiterated that 97.4% of the property taxes have been received. The next Bond payment will be made in September. There are currently 1,210 connections and 7 Cheverly Court is currently under construction. In April, the District pumped 19 MG from the lake, which is a slight increase from March. Staff are monitoring the one time per week watering restrictions. There was 3.56 inches of rainfall during the month of April. El Niño is expected to drop off in June and La Niña is predicted in the fall. Also, 33 hurricanes with 11 being major are predicted, which is the highest ever.

President Coskey asked if it would be possible to post the rain gauge on the District's website. Earl will look into this.

Director Almond asked about the Barge generator. The Board discussed emergency scenarios and President Coskey advised that the goal would be to someday have a generator at the water plant.

President Coskey noted that Lakeway's rates increase when over 30,000 gallons are used. Earl explained that there will likely be a financial impact due to the drought and water restrictions and that the Board may consider a rate structure for each stage of the Drought Contingency Plan. Director Almond recommended surveying other agencies.

Mayor Sarah Carroll reported that the City will put out messaging regarding the drought and will relay similar information that has been provided by Hurst Creek MUD. She advised that there are no other projects at the park planned until the fall depending on the water situation. The walking trail near the dam will begin construction June 3 and should be complete by August 2 with no anticipated street closures.

Finally, Earl explained to the Board that the radios currently used by the District are not made anymore and asked if the Board would authorize him to purchase from eBay as needed.

*Director Almond moved to approve the April 2024 Manager's Operating Report and authorize Earl Wood to purchase from eBay following current District purchasing procedures; Director Stiles seconded the motion, which carried 5-0.*

9. ***The Board may go into Executive Session pursuant to Texas Government Code Sections §551.071 – Consultation With Attorney; §551.072 – Deliberation Regarding Real Property; §551.073 – Deliberation Regarding Prospective Gift; §551.074 – Personnel Matters; and/or §551.076 – Deliberation Regarding Security Devices or Security Audits.***

The Board did not meet in Executive Session.

The meeting adjourned at 10:16 A.M.

Signed this 24<sup>th</sup> day of June 2024.

(seal)



  
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Mike Maroney, Secretary  
