

**MINUTES OF MEETING  
HURST CREEK MUNICIPAL UTILITY DISTRICT  
MARCH 16, 2020**

THE STATE OF TEXAS

## COUNTY OF TRAVIS

The Board of Directors of Hurst Creek Municipal Utility District (the “District”) met this date in Regular session, open to the public, in the District’s offices 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:

Wilson Smith	President
James M. Wingard	Vice-President
William L. Warmuth	Treasurer
Mike Maroney	Secretary
Larry Kener	Assistant Secretary

And all of said persons were present except William Warmuth, thus constituting a quorum.

Also present were Earl Wood, Beth Caccamisi, Linda Lunney, and Stacey Johnson and Kurt Pendleton representing general management for the District and Wendy Smith May representing Village of The Hills and Jim Vick, representing the Hills POA.

1. Consider, discuss and take action regarding emergency response to COVID-19 and giving the General Manager authority to activate policy and procedures to keep the operations going.

Earl Wood presented a draft of an Emergency Leave Policy. He reviewed the most recent government directives. The Emergency Leave Policy would allow the general manager to facilitate emergency procedures, create a leave pool to cover sick employees and coordinate schedules of remote workers.

*Director Wingard moved approval of the Emergency Leave Policy; Director Kener seconded the motion which carried unanimously.*

The Government recommend all non-essential employees work remotely:

- The office will be closed to public access for CDC recommended eight-weeks. A notice will be put on the MUD website
- The Village will be working remotely. Mr. Wood suggests office staff work remotely
- The POA asked to communicate with residents jointly with the MUD and the Village about emergency procedures at the office.

## **2. Consider, discuss and take any necessary action on drainage**

Kurt Pendleton discussed working with builders/homeowners not wanting to comply with drainage rules. Occupancy permits will not be granted until engineer-approved drainage compliance is met. The Tourney Cove drainage ditch project has been completed. A drainage variance was approved for 50 Club Estates.

## **3. Consider approving the minutes of the February 19, 2020 Special Meeting**

*Director Maroney moved approval of the minutes of the February 19, 2020 Special Meeting; Director Wingard seconded the motion which carried unanimously.*

## **4. Consider and take action approving the Bookkeeper's Report and approval of paid invoices**

Beth Caccamisi reviewed her written report showing \$1,770,718.69 in the General Fund and \$500,420.54 in the Debt Service Fund. Two bonds will be paid off in March.

*Director Wingard moved approval of the Bookkeeper's report; Director Maroney seconded the motion which carried unanimously.*

## **5. Consider and take necessary action to approve Manager's Operating Report**

Earl Wood reviewed the written report:

- A tour of the WWTP Bleach Conversion project is planned for a future meeting. The Bleach Conversion will be operational this week.
- Chemical supplies will be increased from 30 to 60 days in light of the current COVID-19 crisis.
- The MUD is part of TxWarn, a statewide support system for governmental and utility providers for the state of Texas. This is a resource sharing program to help ensure uninterrupted civil and utility services to citizens of the state. The MUD is also a part of a local group of utility providers in the Lake Travis area that partners together to share resources as well.
- The backwash plant and the lagoon has been fenced and the rest of the area around the water plant should be fenced within a few weeks.

*Director Wingard moved to approve the Manager's Operating Report; Director Maroney seconded the motion which carried unanimously.*

## **9. The Board may go into Executive Session to receive advice from its Attorney pursuant to Section 551.071 of the Texas Government Code.**

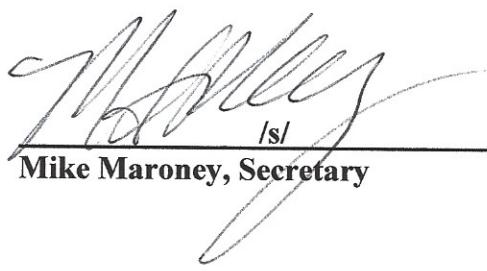
The Board went into Executive Session at 11:15 am. The Board did not take a vote, order, decision or other action in the Executive Session. The session adjourned at 11:37 am.

There being no further business, the meeting was adjourned at 11:40 am.

Signed this 18<sup>th</sup> day of May 2020.

(Seal)



  
/s/  
Mike Maroney, Secretary