

**MINUTES OF MEETING
HURST CREEK MUNICIPAL UTILITY DISTRICT
JULY 20, 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, remotely and 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
Mike Maroney	Secretary
Larry Kener	Assistant Secretary
Kevin Paulsen	Director

And all of said persons were present with Larry Kener and Kevin Paulsen attending remotely, thus constituting a quorum.

Also present were Earl Wood, Linda Lunney, Beth Caccamisi, Stacey Johnson, and Kurt Pendleton representing general management for the District; Jim Nelson, representing City Council; and Corey Koberg, POA all attended remotely.

1. Consider, discuss and take action regarding operations for the MUD during COVID 19

Earl Wood reported no extraordinary issues have directly impacted operation of the plant. Plant staff and team members continue to follow appropriate prevention protocols.

He also reported Phase 1 of the water plant security fence is completed and Phase 2, automating the entrance gate, has begun.

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

Kurt Pendleton reported he met with a resident who had concerns about the construction at 50 Club Estates. He also met with the construction supervisor to make sure the drainage plan was being followed exactly to engineer specifications.

The POA has some concerns on the drainage along the walking trail under construction. Earl Wood will meet with the POA to inspect the trail before signing off on all drainage.

3. Consider approving the minutes of the June 15, 2020 Regular Meeting

Director Maroney moved approval of the June 15, 2020 Regular Meeting minutes; Director Wingard seconded the motion which carried unanimously.

4. Consider, discuss and take any necessary action to approve an Election Agreement between Travis County and Hurst Creek MUD

Director Wingard moved approval of an Election Agreement between Travis County and Hurst Creek MUD; Director Paulsen seconded the motion which carried unanimously.

5. Consider and take action necessary to approve the Engagement Letter with Jansen and Gregorczyk for Fiscal Year 2019-2020 Audit

Director Wingard moved approval of the Engagement Letter with Jansen and Gregorczyk for Fiscal Year 2019-2020 Audit; Director Maroney seconded the motion which carried unanimously.

6. Consider and take action approving the June Bookkeeper's Reports and approval of paid invoices

Beth Caccamisi reviewed the June report, showing \$1,588,269.70 in the General Fund and \$133,878.06 in the Debt Service Fund. Property taxes are almost 100% collected. The MUD is currently \$120,000 to the good for the year.

Discussion about the MUD's current bank closing it's local branch and concern over having a local contact as well as some of its procedures ensued.

Director Wingard moved approval of the June Bookkeeper's Reports; Director Kener seconded the motion which carried unanimously.

7. Consider, discuss and take action to approve Budget Amendments

Earl Wood reviewed the budget amendments:

Cash Reserve Transfer to Drainage	\$30,000
MS4	22,000
Barge Operating & Reserve Fund	- 21,547
Repairs and Maintenance	- 22,000
<u>Lab Analysis</u>	- 8,453
Net Change	\$0.00

The new line item of MS4 was created to keep track of this expenditure separate from Drainage. It is not anticipated needing the Barge Operating & Reserve Fund this year. The approximately \$30,000 in the Waste Water Repairs and Maintenance for work on the WW Collection System but due to COVID, these activities have been rescheduled until later in the fall.

Director Kener moved approval of the Budget amendments; Director Paulsen seconded the motion which carried unanimously.

8. Consider, discuss and take action to appoint a Treasurer

Director Maroney moved to appoint Director Kevin Paulsen to Treasurer; Director Wingard seconded the motion which carried unanimously with Director Paulsen abstaining.

9. Consider, discuss and take action to approve Utility Conveyance forms

The MUD's attorney prepared blank standard forms for conveyance of utilities and easements to have available when needed.

Director Wingard moved approval of the Utility Conveyance forms; Director Paulsen seconded the motion which carried unanimously.

10. Consider and take necessary action to approve the June Manager's Operating Reports

Earl Wood reviewed the written report including:

- A cost-saving inhouse repair of the wastewater auger was performed and was back operating in a day.
- Stacey Johnson described the automation improvements on the Alum pumps, saving chemicals. Data will be compiled once there is enough for comparison.
- Painting of the Water plant buildings and tanks have been painted by staff.
- The next meeting will again be offered remotely on Zoom.

Director Kener moved approval of the Manager's Operating Report; Director Paulsen seconded the motion which carried unanimously.

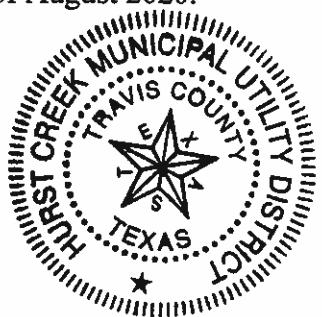
11. The Board may go into Executive Session to receive advice from its Attorney pursuant to Section 551.071 of the Texas Government Code and/or to discuss personnel matters under Section 551.074 of the Texas Government Code.

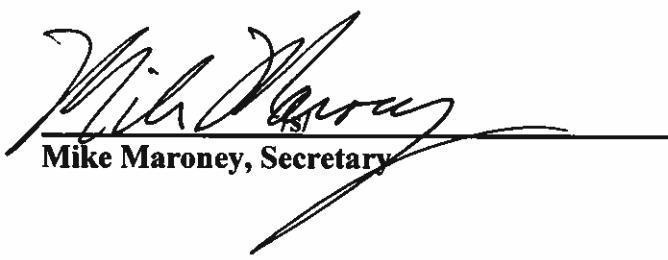
The Board did not go into Executive Session.

There being no further business, the meeting was adjourned at 10:33 am.

Signed this 17th day of August 2020.

(Seal)




Mike Maroney, Secretary