

**MINUTES OF MEETING  
HURST CREEK MUNICIPAL UTILITY DISTRICT  
MARCH 15, 2021**

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	Treasurer

And all of said persons were present thus constituting a quorum.

Also present were Jim Vick, POA; Earl Wood, Stacey Johnson, Kurt Pendleton and Linda Lunney. Alma Wood, Beth Caccamisi, Hurst Creek MUD; Greg Wharton, Wendy Smith May, City Council; Brian Peters, POA, attended remotely.

**1. Consider, discuss, and take any necessary action on public access to The Hills Offices**

The POA, MUD and Village met regarding the Governor’s newest orders. The Hills Offices are open, all “closed” signs have been removed. People coming into the office are asked to wait for the Receptionist to contact the person to be seen. They will be asked to wait outside or in the car if there is a delay. There will be signs encouraging safe practices such as wearing masks and social distancing.

Jim Vick expressed his concerns for fair sharing of space.

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

Kurt Pendleton met with the MUD engineers at Dewdrop Cove and Lohman’s Crossing to look at the drainage area. One suggestion is to deepen the drainage ditch and add a drop box, but they are looking at other options. The engineers are also working on options for the drainage in the area between Heatherbloom Lane and Camwood Trail.

**3. Consider, discuss, and take any necessary action regarding the revised Master Drainage Rules**

Earl Wood reviewed the new ditch design changes requested by the POA. If a resident chooses one of the alternate ditches, it will be designed specifically for that lot. This will require extra engineering and therefore will require a \$5,000 refundable deposit instead of the usual \$2,500.

*Director Wingard moved to authorize the General Manager to finalize the Drainage Plan Rules update; Director Paulsen seconded the motion which carried unanimously.*

*Director Paulsen moved approval to authorize the General Manager to work with 13 Postwood Road to install a version of a drainage side ditch; Director Kener seconded the motion which carried unanimously.*

**4. Consider, discuss, and take any necessary action regarding the 12-inch line repair located at The Hills Drive and Lakeside**

Mr. Wood discussed the repair which will require a special fitting that will secure the pipe. The pipe on the other side of the lake will be inspected to see if the fitting is needed on that side also.

*Director Wingard moved to authorize the General Manager to proceed with the repair, on both ends if necessary, not to exceed \$50,000; Director Maroney seconded the motion which carried unanimously.*

**5. Consider, discuss, and take any necessary action regarding the Effluent Pond Liner Repair**

Earl Wood locked in a price for the liner material at a 9% savings over the new pricing and it will be held until needed for up to 18 months. Material will be sent when needed. After consulting the District Attorney, this purchase will not require bids since Lange Containment Systems is the sole source of the material and labor will be in-house.

*Director Kener moved to authorize the purchase of the pond liner material from Lange Containment Systems; Director Maroney seconded the motion which carried unanimously.*

**6. Consider, discuss, and take any necessary action regarding Effluent Inter-Connect with Lakeway MUD**

The MUD Engineer met with Mr. Wood regarding the Effluent Inter-Connect with Lakeway MUD and will prepare a cost estimate and designs for the project.

**7. Consider approving the minutes of the March 1, 2021 Special Board meeting**

*Director Kener moved approval of the March 1, 2021 Special Board meeting; Director Paulsen seconded the motion which carried unanimously.*

**8. Consider, discuss, and take any necessary action regarding the adoption of a Discretionary Employee Bonus Policy**

The MUD attorney suggested creating an Order for Discretionary Employee Bonus Policy for exemplary service.

*Director Wingard moved adoption of a Discretionary Employee Bonus Policy; Director Maroney seconded the motion which carried unanimously.*

**9. Consider, discuss, and take any necessary action regarding awarding bonuses for the Hurst Creek MUD staff for their continued exemplary efforts in operating the district's utilities.**

The Board, POA and residents of The Hills commended the MUD staff for keeping the utilities running throughout the winter storm, as well as helping individuals with water issues. In reward of this excellent response by the MUD staff, a bonus will be given.

*Director Maroney moved approval of a bonus of \$1,000 to the GM and Assistant GM's and \$750 for the rest of the staff; Director Wingard seconded the motion which carried unanimously.*

**10. Consider, discuss, and take any necessary action regarding credit card payments for utility bills**

Earl Wood reviewed changes in the process of setting up recurring credit card payments. To offer a more secure management system, customers will manage their credit card information and payments on their accounts on the website. Staff will no longer have access to credit card information after the May billing due date. One time payments called into the office will still be an option. Information about the changes will be displayed on the website for residents.

**11. Consider, discuss, and take any necessary action approving the February Bookkeeper's Report and approval of paid invoices**

Beth Caccamisi reviewed the written report showing: \$2,056,355 in the General Fund and \$526,724 in the Debt Service Fund.

*Director Maroney moved approval of the February Bookkeeper's Report; Director Paulsen seconded the motion which carried unanimously.*

**12. Consider and take necessary action to approve the February Manager's Operating Reports**

Earl Wood reviewed the written report. He then updated the Board on the following:

- Updating the WTP Filter system
- Updating the MUD's WIFI security
- Soliciting quotes on generators for WTP facilities and offices
- Mr. Wood has been asked by LCRA to speak at a symposium on backwash recovery
- He also discussed the retirement of the District clerk and the process of preparing for and training a replacement
- Mr. Wood discussed the intent to pay off more bond debt in the spring

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

**8. 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 went into Executive Session at 10:47 a.m.

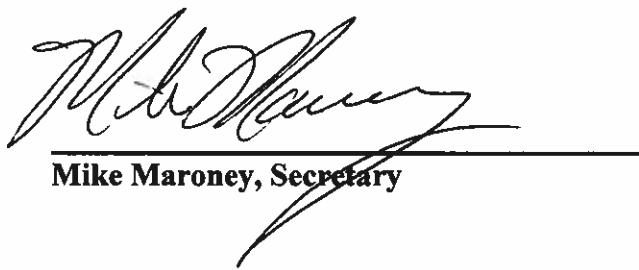
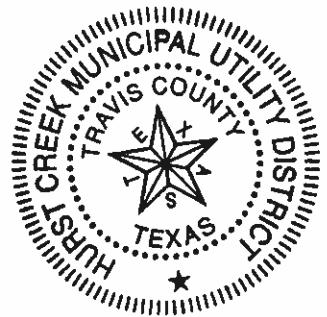
The Board did not take a vote, order, decision or other action in the Executive Session.

The Session was adjourned at 12:12 p.m.

There being no further business, the meeting was adjourned at 12:15 p.m.

Signed this 19<sup>th</sup> day of April 2021.

(Seal)



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Mike Maroney