

**MINUTES OF MEETING  
HURST CREEK MUNICIPAL UTILITY DISTRICT  
SEPTEMBER 19, 2022**

# THE STATE OF TEXAS

## COUNTY OF TRAVIS

The Board of Directors of Hurst Creek Municipal Utility District (the "District") met this date at 9:00 a.m. 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:

### Present:

Wilson Smith	President
James M. Wingard	Vice-President
Mike Maroney	Secretary
William Coskey	Treasurer
Tom Stiles	Assistant Secretary

thus, constituting a quorum.

Also present were Earl Wood, Kurt Pendleton, Beth Caccamisi, and Sonja De La Fuente, Hurst Creek MUD.

1. Consider Discuss and take any necessary action on adopting an Order Declaring the Result of Uncontested Directors Election. (*Considerar discutir y tomar cualquier acción necesaria para adoptar una Orden que Declare el Resultado de la Elección de Directores No Impugnados.*)

Sonja De La Fuente provided the report regarding this item providing certification of Unopposed Candidates and recommended approval of an Order Canceling the 2022 Directors Election.

*Director Coskey moved to adopt an Order Canceling the 2022 Directors Election; Director Wingard seconded the motion which carried 5-0.*

2. Consider, discuss, and take any necessary action regarding the 2022 Tax Rate, including holding a public hearing on the tax rate.

*Director Wingard moved to open the Public Hearing on the Tax Rate at 9:02 A.M.; Director Stiles seconded the motion which carried 5-0.*

There were no public comments.

*Director Maroney moved to close the Public Hearing on the Tax Rate at 9:03 A.M.; Director Wingard seconded the motion which carried 5-0.*

**3. Consider, discuss, and take any necessary action to adopt the 2022 Tax Rate and executing the Order Levying Taxes 2022.**

Earl Wood provided the report regarding this item. The Board discussed the tax rate reduction and the increased appraised values of the homes, which impacted the homestead versus non-homesteaded properties differently.

*Director Coskey moved to adopt the 2022 Tax Rate and authorize the execution of the Order Levying Taxes for 2022; Director Wingard seconded the motion which carried 5-0.*

**4. Consider, discuss, and take any necessary action to adopt the Fiscal Year 2022-2023 Budget.**

Earl provided the report regarding this item. He pointed out that the District is ending the year at \$1.3 million in cash reserves. The Budget has been updated with changes requested by the Board, which did not have a dramatic impact. Items of note are rate increases, increase to water and wastewater sales; increase cost of service and increase to repairs and maintenance increased 20%. Golf Course rate increasing to \$28,000 per month. There was discussion held regarding credit card processing fees. Staff will review and see if able to obtain a better rate.

*Director Wingard moved to adopt the Fiscal Year 2022-2023 Budget with recommended changes. Director Stiles seconded the motion which carried 5-0.*

**5. Consider, discuss, and take any necessary action to amend the District's Rate Order.**

Earl Wood provided the report regarding this item. There was discussion held regarding the changes in the amended Rate Order as well as the billing and notification process. There was a consensus of the Board to put the notice on the bills sent in both October and December, directing ratepayers to the District's website for more information.

*Director Maroney moved to approve the District's Rate Order; Director Wingard seconded the motion which carried 5-0.*

**6. Consider, discuss, and take any necessary action to approve Amendment 37, District Information Form.**

Earl Wood provided the report regarding this item.

*Director Coskey moved to approve Amendment 37, District Information Form; Director Stiles seconded the motion which carried 5-0.*

**7. Consider, discuss, and take any necessary action regarding the annual renewal insurance policies provided by Gallagher Waterworks Insurance Network (WIN).**

Earl Wood provided the report regarding this item. There was discussion held among the Board regarding some of the noted changes.

*Director Maroney moved to approve the annual renewal of insurance policies provided by Gallagher Waterworks Insurance Network with the caveat that Director Stiles will work with Earl to review coverages; Director Stiles seconded the motion which carried 5-0.*

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

Kurt Pendleton provided the report regarding this item. He noted that the next big project Dewdrop Cove and staff will move forward once money has accrued in the Drainage Fund. There was discussion held regarding frontloading the Drainage Fund in the full amount of \$90,000 instead of funding \$7,500 monthly over the fiscal year.

*Director Stiles moved to authorize staff to frontload the Drainage Fund in the amount of \$90,000 and move forward with the Dewdrop Cove drainage project; Director Coskey seconded the motion which carried 5-0.*

**9. Consider, discuss, and take any necessary action to approve the Minutes of the August 15, 2022, Regular Board Meeting, and the Minutes of the August 22, 2022 Special Board Meeting.**

*Director Maroney moved to approve the minutes of the August 15, 2022, Regular Board Meeting, and the Minutes of the August 22, 2022 Special Board Meeting; Director Wingard seconded the motion which carried 5-0.*

**10. Consider, discuss, and take any necessary action to approve the August 2022 Bookkeeper's Report and approval of paid invoices.**

Beth Caccamisi reviewed the written report showing the \$1.3 million in the General Fund. She noted the extra bond payment was made in the amount of \$106,000. She reported that TexPool was earning 2.21% interest at the end of the month and earned \$2,200 last month. Property taxes collected are at 98.63%. Revenues for the month are \$73,000 to the good (mainly water sales) and \$187,000 to the good for the year. Expenses are \$22,000 over for the month and \$1,500 over for the year (mainly chemicals).

*Director Coskey moved approval of the August 2022 Bookkeeper's Report and paid invoices; Director Wingard seconded the motion which carried 5-0.*

**11. Consider, discuss, and take any necessary action to declare Well Pump VFD as surplus.**

Earl Wood provided the report regarding this item. He explained the well is not TCEQ approved for drinking water, but it is a well and the water from that well can be used for anything except potable water. He recommended declaring the well pump as surplus so it may be sold to another water district. He has received \$3,000 and will hold it for one month. If it does not work, he will refund the district.

*Director Maroney moved to declare Well Pump VFD as surplus and authorize the General Manager to sell; Director Stiles seconded the motion which carried 5-0.*

**12. Consider, discuss, and take any necessary action to approve the August 2022 Manager's Operating Report.**

Earl Wood reviewed the written report with the Board. Regarding the Large Expenditure Plan, it was noted that all pond liner material has been purchased for the Pond Liner Repair project, but the project will not be done until the Effluent Interconnect with Lakeway MUD project is done. Plans have been finalized for the Effluent Interconnect project and it is scheduled to go out to bid within the next few weeks. He explained that a 10-inch line will be installed up The Hills Drive beside the existing 6-inch line, which will be left in place and most likely used for irrigation. Kurt advised that the Tower Painting project is expected to begin in January. Director Coskey recommended hiring a safety professional at least for the beginning of the project. Staff will discuss this request with the third-party inspector.

Earl also reported the following:

- Staff has taken issue with the result of a recent sample taken by its vendor AquaTech and are currently challenging because before and after samples were normal. If the sample is not thrown out, TCEQ would issue a violation.
- Regarding the Huber rag removal system that failed; all parts arrived, and a technician came out, but they were not able to get it going. It has been determined new shims are needed and they are being sent. Once received, the Huber technician make an extra trip out, which will cost approximately \$1,500.
- One of the filters failed in the backwash recovery and it should be back up and running after Tuesday.
- That the office will be closed to the public on October 12<sup>th</sup> for a staff workday to clear out storage facilities.
- As an update regarding zebra mussels, Earl advised he is currently looking at a coating for pumps to protect them and the barge is being cleaned four times per year. He also noted that due to fluctuating lake levels in Lake Travis, they are kept at bay.
- A meeting was held with WCID17 last week. They are doing expansion of their wastewater plant. They are sending water to us automatically and are technical allowed to send up to 100,000 gallons per day. They are requesting an easement (100 yards). He explained Hurst Creek MUD has an easement for the effluent interconnect with Lakeway. However, whoever owns the property may need to issue the easement. WCID17 is checking with their legal team. There was a consensus of the Board that there is not an issue with allowing an easement. Discussion was held regarding the amount of water that is allowed to be sent automatically and Earl explained this is a big part of the reason for the interconnect with Lakeway.

*Director Wingard moved approval of the August 2022 Manager's Operating Report; Director Stiles seconded the motion which carried 5-0.*

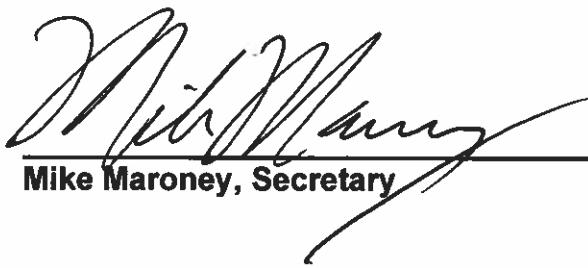
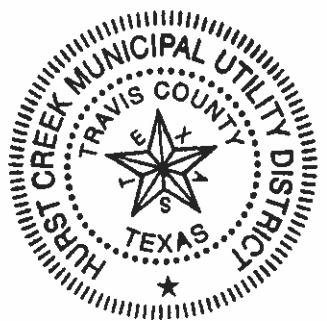
**13. The Board may go into Executive Session to receive advice from its Attorney pursuant to Section 551.071 of the Texas Government Code and/or discuss personnel matters under Section 551.074 of the Texas Government Code.**

The Board convened to Executive Session at 11:20 A.M. and reconvened the open meeting at 12:20 P.M. There was no reportable action.

The Meeting adjourned at 12:20 P.M.

Signed this 17<sup>th</sup> day of October 2022.

(seal)



Mike Maroney

Mike Maroney, Secretary