

**MINUTES OF MEETING
HURST CREEK MUNICIPAL UTILITY DISTRICT
FEBRUARY 12, 2024**

THE STATE OF TEXAS §
COUNTY OF TRAVIS §

The Board of Directors of Hurst Creek Municipal Utility District (the "District") met this date at 9:00 a.m. in Special 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, Beth Caccamisi, Alma Wood and Sonja De La Fuente of Hurst Creek MUD, Sara Jenkins with The Hills POA, and Councilmember Rick Van Dalen of the Village of The Hills.

Board President Coskey moved item 4 to the beginning of the agenda.

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

Earl Wood reported that staff held the second official safety meeting on Friday, February 9th.

Kurt Pendleton reported that the team discussed Safety Data Sheets at this month's meeting. They discussed where the sheets can be found related to any chemical used and what each sheet contains. Additionally, Kurt informed the Board that he met with Lake Travis Fire and Rescue regarding emergency planning.

Director Coskey recommended ladder safety as a future topic. Director Stiles advised there are companies that offer safety programs with a schedule of topics.

1. Consider, discuss, and take any necessary action to approve the Amended and Restated Shared Office Agreement with The Hills Property Owners Association.
2. Consider, discuss, and take any necessary action to approve the Amended and Restated Interlocal Agreement with The Village of The Hills.

Earl provided the report for items 1 and 2. He reported that both the Village of The Hills and The Hills Property Owners Association (POA) desired to swap offices to accommodate two employees for the Village of The Hills. Based on the square footage, the rental rate would be a \$230 per month difference to each, with the Village's rate increasing by \$230 and the POA's rate decreasing by \$230. Earl explained that the Village of The Hills City Council and The Hills POA Board of Directors still need to approve the agreements and recommended the Board authorize Directors Coskey and Maroney to negotiate on behalf of the District if necessary.

Director Almond moved to approve the Amended and Restated Shared Office Agreement with The Hills Property Owners Association and the Amended and Restated Interlocal Agreement with the Village of The Hills and authorize Directors Coskey and Maroney to negotiate on behalf of the District if necessary; Director Stiles seconded the motion, which carried 5-0.

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

Kurt Pendleton reported on the following:

- The next Household Hazardous Waste event is scheduled for March 20th. The Committee awarded the contract to Clean Earth Services to facilitate the event.
- The MS4 Permit was set to renew at the end of March 2024, but TCEQ and the EPA delayed it until the end of August, as they are updating the program.
- The drainage plan at 7 Cheverly Court has been approved.
- The drainage plan for 8 Stillmeadow is close to being approved.
- Staff plans on cleaning out the culvert, regrading the drainage easement, and planting some sod near 19 Applegreen Lane this Spring. Director Wingard advised something has changed with the waterflow in that area.

5. Consider, discuss, and take any necessary action to approve the Minutes of the January 22, 2024, Special Board Meeting.

Director Coskey recommended adding last names to the third bullet point under Item 7. Director Wingard recommended also changing "He" to "Earl" on the fourth bullet point under Item 7.

Director Almond moved to approve the Minutes of the January 22, 2024, Special Board Meeting with the recommended changes; Director Maroney seconded the motion, which carried 5-0.

6. Consider, discuss, and take any necessary action to approve the January 2024 Bookkeeper's Report and paid invoices.

Earl introduced Alma Wood to the Board. He advised that Alma will handle Bookkeeping duties while Beth is out on maternity leave.

Beth Caccamisi reviewed the written report with the Board. The General Fund closed the month with a balance just over \$1.9 million and the Debt Service Fund closed the month with a balance of \$444,000. TexPool interest was at 5.35% at the end of January earning \$6,400 in interest in the General Fund and \$1,150 in the Debt Service Fund. As of this morning the interest rate for TexPool was 5.32%. Director Coskey suggested staff consider moving money from non-interest-bearing to interest bearing accounts. Beth noted that there was not much activity in the Reserve and Drainage accounts during the month of January. Approximately 91% of the

property tax deposits have been received. Revenues were under by \$76,000 for the month and \$1,400 for the year. While property taxes were under budget this month, they were over last month, so it should balance out over the year. Expenses look good with repair and maintenance \$11,000 over budget for the month, mostly due to the repairs needed on the barge. Beth advised she will look at mid-year adjustments when she returns from maternity leave.

Director Almond asked if there were any issues expected similar to those that Leander has experienced with their barge. Earl explained that they had some design and installation issues that he does not expect here.

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

7. Consider, discuss, and take any necessary action to approve the January 2024 Manager's Operating Report.

Earl reviewed the written report with the Board. He reiterated that 91% of the property taxes have been collected as of the end of January, which is just over \$1.6 million and that the Debt Service fund is at \$444,000, which is more than enough to make the April 1st bond payment in March. He noted that while the Connections Summary for January shows no new connections, there are expected connections in the near future at 7 Cheverly Court, 8 Stillmeadow Drive, and on Tournament Way. He explained that the Operations Summary has started over with the new calendar year. There were 5½ inches of rain during the month of January and there are reports that El Niño is now being called a strong El Niño, so a wet Spring is expected. Lab reports were not ready for this month's meeting since it was rescheduled to one week earlier than usual, so there will be two months reported at the next meeting.

Earl also reported on the following items:

- Amended 210 Permit has been received from TCEQ so the District can legally push water to Lakeway's effluent pond. This week while staff were testing procedures, they were able to push 800 gallons per minute (gpm). They were planning on at least 600 gpm but may be able to get close to 1,000 all while keeping the golf course pressurized. The building is done, and the meter needs to be installed, which leaves about one month of work to be done.
- Wastewater Permit through TCEQ renewal is due this year. An engagement letter with Steger & Bizzell in the amount of \$22,000 has been signed for them to prepare the renewal.

A brief discussion was held regarding the potential development at the practice holes in The Hills. Earl advised that the feasibility study done by the District's engineers only covers six acres.

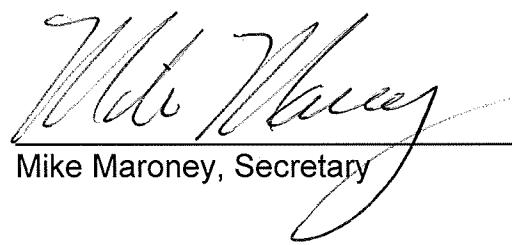
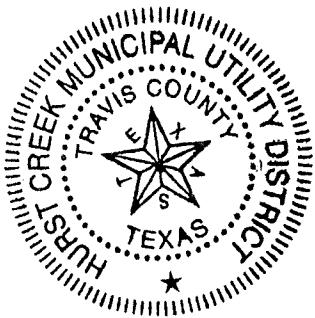
Director Stiles moved to approve the January 2024 Manager's Operating Report; Director Wingard seconded the motion, which carried 5-0.

8. *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 recessed the open meeting at 9:53 A.M. and convened Executive Session at 9:55 A.M. The open meeting reconvened at 10:15 A.M. There was no reportable action. The meeting adjourned at 10:15 A.M.

Signed this 18th day of March 2024.

(seal)



Mike Maroney, Secretary