

**MINUTES OF MEETING  
HURST CREEK MUNICIPAL UTILITY DISTRICT  
MARCH 18, 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 Regular 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, Alma Wood and Sonja De La Fuente of Hurst Creek MUD, and Councilmember Rick Van Dalen of the Village of The Hills.

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

Kurt Pendleton reported that staff met last week and discussed Personal Protective Equipment (PPE). At the meeting, the team reviewed their most recent project where they rehabbed the Roberts Unit and talked about what PPE helped and what may be beneficial going forward.

**2. Consider, discuss, and take any necessary action regarding Conference Building Water Damage Claim**

Earl Wood reported that the water damage claim for the conference room building was denied, as a specific event could not be identified as having caused damage to the building thereby allowing water in.

**3. Consider, discuss, and take any necessary action to approve the updated Service Agreement.**

Sonja De La Fuente explained where language was added, removed, or changed to provide clarification related to the customer's responsibility and added office hours of operation. A brief discussion was held among the Board and staff regarding some of the language in the agreement that is required by TCEQ.

*Director Almond moved to approve the updated Service Agreement; Director Wingard seconded the motion, which carried 5-0.*

**4. Consider, discuss, and take any necessary action to approve filing of MS4 Annual Report to TCEQ.**

Kurt explained that the Annual Report is scheduled to be filed at the end of March and requested the Board authorize Earl to sign the report.

*Director Maroney moved to authorize Earl Wood to sign and file the MS4 Annual Report to TCEQ on behalf of Hurst Creek MUD; Director Almond seconded the motion, which carried 5-0.*

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

Kurt Pendleton reported the following:

- A culvert pipe collapsed in front of 3 Wingreen Loop. The District hired a contractor to repair the culvert pipe and the cost was \$6,400.
- A new home at 7 Cheverly Court is currently under construction.
- The Year Five report of the current MS4 Permit will be filed in the next two weeks.
- 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 next Household Hazardous Waste event is scheduled for March 27<sup>th</sup> from 9:30 A.M. until 12:30 P.M. The link for residents to sign up may be found on the District's website.

**6. Consider, discuss, and take any necessary action to approve the Amended and Restated Shared Office Agreement with The Hills Property Owners Association.**

**7. Consider, discuss, and take any necessary action to approve the Amended and Restated Interlocal Agreement with The Village of The Hills.**

Earl reported on items 6 and 7 together. He explained that he and Director Stiles met with the Village of The Hills City Manager Huard, Councilmember Vick, and Councilmember Carroll regarding questions they had related to the District's expenses. At the meeting they discussed the history and current office expenses. He explained that office expenses are reviewed once per year in June during budget planning, and this will continue to be

done going forward. The City Council has approved the Amended and Restated Interlocal Agreement pending the POA's approval of the Restated Shared Office Agreement at their upcoming Board meeting.

**8. Consider, discuss, and take any necessary action to approve the Minutes of the February 12, 2024, Special Board Meeting.**

The Board reviewed the minutes of the February 12<sup>th</sup> Board Meeting. There were no recommended changes.

*Director Stiles moved to approve the Minutes of the February 12, 2024, Special Board Meeting; Director Almond seconded the motion, which carried 5-0.*

**9. Consider, discuss, and take any necessary action to approve the February 2024 Bookkeeper's Report and paid invoices.**

Alma Wood reviewed the written report with the Board. The General Fund closed the month with a balance of \$1.8 million and the Debt Service Fund closed the month with a balance of \$463,000. Revenues for the month were \$78,000 under budget, which was primarily due to a delinquent payment for golf course irrigation and only receiving 95.7% of the property tax deposits. This should level off as the remaining property taxes are received. Expenses were \$11,000 over budget for the month and \$42,000 for the year. A brief discussion was held among the Board and staff regarding some expenses that hit the General Fund this month (i.e., conference building repairs and pond building).

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

**10. Consider, discuss, and take any necessary action to approve the February 2024 Manager's Operating Report.**

Earl reviewed the written report with the Board. He reiterated that Debt Service fund balance is at \$463,000 and noted that the bond payment will be made this month. He noted that while the Connections Summary for February shows no new connections, however 7 Cheverly Court is currently under construction and will appear in the March Connections Summary. There is also an expected connection on Tournament Way coming soon. There were 1.7 inches of rain during the month of February, which has historically been the lowest month for rainfall.

Earl also reported the following:

- The Wastewater Permit was renewed with TCEQ for 10 years.
- The Roberts Unit rehab project was completed by staff. It took about one week to complete, and this included painting which saved the District approximately \$20,000. Photos of the project in progress were shared and staff were commended for their hard work and great attitudes.

- A sewer line broke under The Hills Drive. The line was approximately 12 feet underground. The break was detected and repaired. The cost to make the repair was \$17,000. Photos were shared with the Board.
- If there is not substantial rain, pro rata curtailment could go into effect. If that happens there would be no outdoor watering allowed.
- Work is complete on the SCADA for the interconnect with Lakeway and is able to run in automatic mode feeding from the Hurst Creek MUD pond to Lakeway's effluent pond at a rate of 500 gallons per minute with no problem. Stacey was commended for a job well done. Currently working on the feed from the Wastewater Treatment Plant to the pond and ensuring safeguards are in place.
- The pond liner is scheduled to be replaced in July, as that is typically when it is at its lowest level. The plan is to go out to bid in the next month or so.
- There is a new cyber-attack technology called Deepfake where artificial intelligence (AI) is used to create realistic videos, pictures, audio, and text. These can be hard to identify, therefore we all need to stay vigilant when it comes to our use of various technology.
- Travis County has declared a state of emergency on April 8<sup>th</sup> due to the Solar Eclipse and the crowds it is drawing to the Austin and surrounding area. With potential gridlocks, the office will be closed to foot traffic and two of the operators will stay overnight in case of emergency.

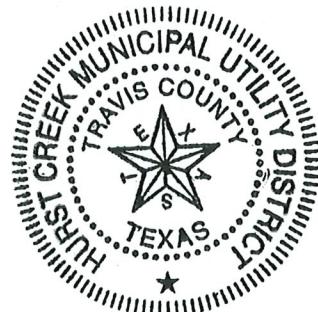
*Director Almond moved to approve the February 2024 Manager's Operating Report; Director Stiles seconded the motion, which carried 5-0.*

**11. 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 10:20 A.M. and convened Executive Session at 10:20 A.M. The open meeting reconvened at 10:30 A.M. There was no reportable action. The meeting adjourned at 10:30 A.M.

Signed this 15<sup>th</sup> day of April 2024.

(seal)




Mike Maroney, Secretary