

**UPPER BRUSHY CREEK
WATER CONTROL AND IMPROVEMENT DISTRICT
1850 ROUND ROCK AVE, ROUND ROCK, TX 78681
REGULAR BOARD MEETING MINUTES
OCTOBER 18, 2018**

CALL TO ORDER: The Regular meeting was called to order at 4:00 p.m. by Vice-President Jeremiah D. Williams and he announced a quorum was present.

DIRECTORS PRESENT: Jeremiah D. Williams, Vice-President; Miguel Villarreal, Secretary/Treasurer; Kathy Cook, Director; and Casey Clawson, Director

DIRECTORS ABSENT: Mike Freeman, President

STAFF PRESENT: Alysha Girard, General Manager; Lisa Moravitz District Secretary; Gregor Forbes, Chief Capital Programs Manager; and District Counsel, Charlie Crossfield

CITIZEN COMMUNICATIONS: No input received

I. CONSENT AGENDA:

1. Approval of Meeting Minutes:
 - a) September 13, 2018 Special Meeting
 - b) September 20, 2018 Regular Meeting
2. Discussion and possible action on financial reports, credit card statement, and Quarterly Investment Report:
 - a) Financial Reports;
 - b) Payment of Bills;
 - c) Credit Card Statement;
 - d) Quarterly Investment Report.

Motion by Director Clawson, second by Director Cook to approve the consent agenda as presented. Motion carried. Ayes: 4 Nays: 0

II. ACTION ITEMS:

3. Consider a resolution adopting the 2018 Investment Policy and appointing an Investment Officer.

Motion Secretary/Treasurer Villarreal, second by Director Clawson to approve the Resolution adopting the 2018 Investment Policy and appointing Secretary/Treasurer Villarreal to serve as the Investment Officer. Motion carried. Ayes: 4 Nays: 0

4. Consider a resolution amending the TexPool authorized representatives.

Motion by Director Cook, second by Vice-President Williams approving the Resolution amending the TexPool authorized representatives by removing Chris Tschirhart and adding Alysha L. Girard. Motion carried. Ayes: 4 Nays: 0

5. Discuss, consider, and take appropriate action on the Interlocal Agreement with City of Round Rock for the design of Dam 101.

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Director Cook suggested Section 3A be amended to specify a date or a number of days when the City shall return the money to the District. Other discussion included clarifying Section 14 regarding the term of the agreement.

6. Discuss, consider, and take appropriate action on the engineering services contract between AECOM and the District for Dam 101 project.

Motion by Director Clawson, second by Vice-President Williams to table items 5 and 6. Motion tabled. Ayes: 4 Nays: 0

7. Discuss, consider, and take appropriate action on the purchase of a replacement vehicle.

Motion by Secretary/Treasurer Villarreal, second by Director Cook authorizing the General Manager to coordinate with the Finance Committee on the purchase of a replacement vehicle. Motion carried. Ayes: 4 Nays: 0.

III. REPORTS:

8. Discussion and possible action on Capital Improvement Program Report.

Staff updated the Board on the CIP status report spreadsheet that was included in the board packet. Additionally, an update was provided on the Dam 21 project contract with Forsythe Brothers Infrastructure, LLC with a contract term of 60 business days. Lastly, there was discussion on Moir Watershed Services' intentions to not renew his contract with the District in January. The District will request proposals for maintenance services to begin in the spring of 2019.

No action taken.

9. Discussion and possible action on General Manager's Report (which includes report on activity and permits within District easements).
 - The 2018 Budget Reconciliation Report was provided in the packet.
 - Future updates on development will be included under General Manager Report. The City of Leander and the City of Cedar Park met with staff and will be negotiating agreements with staff to bring to the Board next month.
 - Discussion on the homestead exemption order was held regarding the recent ruling by the Attorney General's office involving the \$10,000 figure being reduced to \$5,000 to be compliant with the Tax Code and ruling of the Attorney General. Vice-President Williams advised he supports possible adjustments next July to the 1% figure to offset the impacts to the tax base. The General Manager advised she received one inquiry from a citizen about the decrease to \$5,000 exemption and she provided the link to the Attorney General's opinion, which satisfied his request.
 - Director Cook requested the dates for the PFMA workshop in December. The General Manager provided the tentative dates of December 11th and December 12th.

IV. EXECUTIVE SESSION PURSUANT TO CHAPTER 551, TITLE 5, TEXAS GOVERNMENT CODE. The Board went into executive session at 4:28 p.m.

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10. Executive session as authorized by Sec. 551.072 (Real Property) related to the deliberation regarding purchase, exchange, lease, or value of real property.

a) Easement acquisition: Dams 8, 22, 101, and 102.

V. **RECONVENE TO OPEN SESSION TO TAKE ACTION, IF ANY, ON MATTERS DISCUSSED IN EXECUTIVE SESSION. The Board adjourned out of executive session at 4:52 p.m. No action taken.**

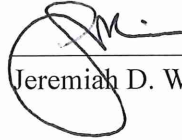
VI. **ADJOURNMENT.** There being no further business, the meeting was adjourned at 5:02 p.m.

DATED AT ROUND ROCK, TEXAS ON THIS 15th DAY OF NOVEMBER 2018.

ATTEST:



Lisa Moravitz, District Clerk



Jeremiah D. Williams, Vice-President