

**BARTON CREEK WEST
WATER SUPPLY CORPORATION
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MINUTES OF MEETING OF THE BOARD OF DIRECTORS

October 17, 2023

The Board of Directors of the Barton Creek West Water Supply Corporation convened a regular meeting; open to the public, at the Ce-Bar Fire Department, 353 S. Commons Ford Road, Austin, Texas and via videoconference on October 17, 2023, at 6:30 P.M.

The roll was called at 6:30P.M. of the following Board of Directors by the President.

Tom Luin	President	Present
Meryl Stoller	Secretary/Treasurer	Present
Wade Bingaman		Present
Paul Roush		Present
Ki O		Present
Beth Kirkhart		Present
Steve Cooper		Present

Item 1 was to determine that a quorum was present for the Board to meet. Also present were William Swanks of Tumco, Dennis Lozano of Malone/Wheeler, and Wallace Harwood a resident of Barton Creek West.

Item 2 was to hear citizens communication. There was no citizens communication.

Item 3 was to review and approve minutes of the September 19, 2023 meeting. Director Roush made the motion to accept the minutes as presented. Director Kirkhart seconded the motion and it carried unanimously.

Item 4 was to review bills and consider payments of bills and invoices. Mr. Swanks presented the bills that were in the electronic packet for consideration. Director Kirkhart made the motion to pay the bills as presented. Director Stoller seconded the motion and it carried unanimously.

Item 5a - Mr. Swanks gave the General Manager and Operator reports. He reported maintenance and monthly inspections at the treatment plant, lift stations, irrigation fields and water system were routine and normal. Mr. swanks reported that the variable drive units installed in Barton Point Drive lift station were fully wired and running. He stated that we had only one pump truck service for power outage during the month of September. There were several temporary outages during power fluctuations. Mowing was setup for the final mow of the year which will be in November. Mr. Swanks was directed to provide power outage data to city of Austin. Director Luin arrived. There was nothing further.

Item 5b – Mr. Swanks next gave the financial report. He reviewed the cash statements and investments. He stated that after the bills were paid, the checking account balance was \$287,714.86 and that the investments totaled \$916,374.2 Mr. Swanks reviewed the draft September monthly budget and August actual budget that were provided in the board packets. Mr. Swanks updated the board on money that was pulled from checking account and added to money market to purchase a treasury bill in the amount of \$340,000, maturing in June 2024. Mr. Swanks updated the board on his search for a book keeper, no one has been hired as of yet.

Item 5c – Engineer report. Mr. Lozano reviewed the data charts and graphs that were furnished in his monthly reports. Mr. Lozano reported on flows starting to decline in the sewer plant and the possible causes as to why. Mr. Lozano gave an explanation of TSS (total suspended solids), what it is, and how it effects reported data. Mr. Swanks was tasked with providing more detailed current testing reports to the engineer.

Item 6 was to review, discuss, and take action as necessary for finalizing the wastewater treatment plant rehabilitation plan or replacing the wastewater treatment plant and to hear the report from the Wastewater Rehabilitation Committee. This project is on hold, pending accumulation of Capital Reserve funds to pay for the rehab project. No action was taken.

Item 7 Review, discuss and take action as necessary for Malone/Wheeler bid package for wastewater plant rehabilitation. No action was taken.

Item 8. Review, discuss and take action as necessary regarding Barton Creek West WSC review/audit. Director Luin updated board on when the last audit was preformed and polled the board on preforming a full audit or just a review as has been done in previous 5 years. Director Bingaman made the motion to perform a full audit with additional sampling/testing of customer billing records not exceed \$ 14,000. Director Kirkhart seconded and the motion carried.

Item 9. Discuss results of West Ridge MS overcharge and meter data logging meeting with Eanes ISD CFO. Director Luin reported on meeting with Eanes ISD. Eanes ISD Westridge Middle school was over billed for wastewater for several years in the total amount \$ 95,875.42. Director Luin reported on an agreement reached with Eanes ISD's account to be credited and Eanes ISD is to collect sewage flow data and report it to TUMCO in order to calculate the percentage of shared cost for sewer plant refurbishment by Eanes ISD. Mr. Swanks will follow up with the Eanes ISD Facilities Director to validate their meter operation, accuracy, and method/frequency of data reporting.

Item 10. was to review, discuss and take action as necessary for continued improvement of the new web site. Mr. Swanks reported he has updated the current watering restrictions on the website.

Item 11 was to review and discuss the Long-Term Capital Expense Plan report and how it affects: cash flow, fee structures, planning and monitors progress on expenses, specifically to review planning impact on possible sewer plant rehabilitation in the fiscal year 2022-2023. Director Luin updated the board on the new long term capital plan and it will be put in future board member monthly meeting packets. Mr. Swanks reported on the plan changes. No action

was taken.

Item 12. Next Regular Meeting Date: November 21, 2023 at Ce-Bar Fire Department

13. Other Business. Director Kirkhart resigned from her director position as of this meeting.

14. Adjourn. Director Kirkhart motion to adjourn. 7:37 Pm Director Stoller seconded.

Note: The Board of Directors will go into Executive Session, if necessary, pursuant to the applicable section of the Texas Open Meetings Act, Texas Government Code, Chapter 551, on any matter that may come before the Board. No final action, decision, or vote will be taken by the Board on any subject or matter while in Executive Session. Any action, decision or vote will be taken by the Board only in open meeting.