

TRAVIS COUNTY WATER CONTROL AND IMPROVEMENT DISTRICT 17

3812 Eck Lane • Austin, Texas 78734
Phone (512) 266-1111 • Fax (512) 266-2790

Notice is hereby given pursuant to V.T.C.A., Government Code § 551, that the Board of Directors of Travis County Water Control and Improvement District No. 17 will hold a regular meeting, open to the public, on Thursday, August 18, 2016, at 6:00 p.m., at the Travis County Water Control and Improvement District offices, at 3812 Eck Lane.

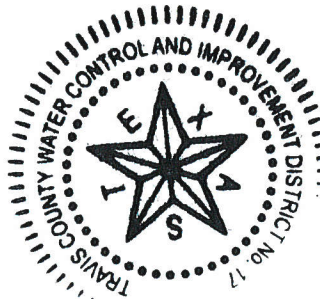
The Consent Agenda allows the Board of Directors to approve all routine, non-controversial items with a single motion, without the need for discussion by the full Board. Any item may be removed from consent and considered individually upon request of a Board member or a member of the public attending the meeting. Any citizen having interest in these matters is invited to attend.

Items on the Agenda

- I. CALL TO ORDER
- II. ESTABLISH A QUORUM
- III. MANAGER AND COMMITTEE REPORTS
 - A. MANAGER'S REPORT: STATUS OF DISTRICT OPERATIONS, FINANCES, DISTRICT CONSTRUCTION PROJECTS, DEVELOPER CONSTRUCTION PROJECTS, DISTRICT ADMINISTRATION AND MANAGEMENT, DISTRICT PLANNING
 - B. COMMITTEE REPORTS
 1. COMMUNICATIONS / PARKS AND CONSERVATION COMMITTEE REPORT
 2. LEGAL COMMITTEE REPORT
 3. PLANNING COMMITTEE REPORT
 4. BUDGET AND FINANCE COMMITTEE REPORT (met August 16, 2016)
 5. POLICY COMMITTEE REPORT (met August 2 & 12, 2016)
 6. IMPACT FEE ADVISORY COMMITTEE
 7. STORMWATER COMMITTEE
- IV. CONSENT AGENDA
 - A. APPROVE PAY ESTIMATES/CHANGE ORDERS FOR VARIOUS CONSTRUCTION PROJECTS IN THE DISTRICT
 1. Eck Lane WTP Backwash Improvements, Pay Estimate #6, Prota Construction Inc. and Prota Inc, JV
 2. Flintrock Wastewater Treatment Plant Expansion, Pay Estimate #4, PLW Central Texas
 - B. APPROVE PAYMENT OF CURRENT INVOICES
 - C. APPROVE MINUTES – July 21, 2016 Meeting
- V. PUBLIC COMMENT, 6:30 P.M.
- VI. OLD BUSINESS
 - A. DISCUSS/CONSIDER/TAKE ACTION ON APPROVAL OF CONTRACT TO ACQUIRE WATER RIGHTS OF APPROXIMATELY 40 MILLION GALLONS (122 ACRE FEET) PER YEAR FOR IRRIGATION
- VII. NEW BUSINESS
 - A. DISCUSS/CONSIDER/TAKE ACTION ON REQUEST OF KEVIN BROWN REGARDING WATER IMPACT FEES
 - B. DISCUSS/CONSIDER/TAKE ACTION REGARDING CONTRACT AWARD FOR TRAVIS COUNTY WATER CONTROL AND IMPROVEMENT DISTRICT NO. 17 APACHE SHORES WATERLINE IMPROVEMENTS AS RECOMMENDED BY THE DISTRICT ENGINEERS
 - C. DISCUSS/CONSIDER/TAKE ACTION ON THE PROPOSED 2016 TAX RATES FOR THE DISTRICT-WIDE TAX, THE STEINER RANCH DEFINED AREA TAX, THE FLINTROCK RANCH ESTATES DEFINED AREA TAX, AND THE SERENE HILLS DEFINED AREA OPERATIONS AND MAINTENANCE TAX; AND SETTING PUBLIC HEARING REGARDING THESE PROPOSED RATES

- D. DISCUSS/CONSIDER/TAKE ACTION TO ADOPT ORDER APPROVING CHANGES TO THE PERSONNEL POLICY OF TRAVIS COUNTY WATER CONTROL AND IMPROVEMENT DISTRICT NO. 17 REGARDING CLARIFICATION OF POLICY 3.1 VACATION
 - E. DISCUSS/CONSIDER/TAKE ACTION ON POTENTIAL SALE OF SURPLUS PROPERTY 0.0086 ACRES ON MARSHALL FORD DRIVE; LOT 1, BLOCK 1, WCID17 SUBDIVISION 2
 - F. DISCUSS/CONSIDER/TAKE ACTION ON THE PROPOSED FISCAL YEAR 2017 GENERAL FUND OPERATING BUDGET AND EMPLOYEE SALARIES
 - G. DISCUSS/CONSIDER/TAKE ACTION ON PROPOSED WASTEWATER RATE INCREASE FOR FALCONHEAD WEST CUSTOMERS BASED ON RECENTLY RECEIVED WHOLESALE WASTEWATER RATE INCREASE FROM WEST TRAVIS COUNTY PUBLIC UTILITY AGENCY
- VIII. THE BOARD WILL MEET IN EXECUTIVE SESSION TO RECEIVE ADVICE FROM ITS ATTORNEY AND REGARDING REAL AND PERSONAL PROPERTY, IN ACCORDANCE WITH TEXAS GOVERNMENT CODE SECTIONS 551.071 AND 551.072 REGARDING THE APPROVAL OF A CONTRACT TO ACQUIRE WATER RIGHTS FOR IRRIGATION
- IX. THE BOARD WILL MEET IN EXECUTIVE SESSION TO RECEIVE ADVICE FROM ITS ATTORNEY IN ACCORDANCE WITH TEXAS GOVERNMENT CODE SECTION 551.071 REGARDING THE REQUEST OF KEVIN BROWN RELATING TO WATER IMPACT FEES
- X. THE BOARD WILL MEET IN EXECUTIVE SESSION TO DELIBERATE THE POTENTIAL SALE OF SURPLUS PROPERTY 0.0086 ACRES ON MARSHALL FORD DRIVE; LOT 1, BLOCK 1, WCID17 SUBDIVISION 2 AND TO RECEIVE ADVICE FROM ITS ATTORNEY, IN ACCORDANCE WITH TEXAS GOVERNMENT CODE SECTIONS 551.071 AND 551.072
- XI. THE BOARD WILL MEET IN EXECUTIVE SESSION TO RECEIVE ADVICE FROM ITS ATTORNEY AND REGARDING PERSONNEL MATTERS IN ACCORDANCE WITH TEXAS GOVERNMENT CODE SECTIONS 551.071 AND 551.074 REGARDING THE PROPOSED FISCAL YEAR 2017 GENERAL FUND OPERATING BUDGET AND EMPLOYEE SALARIES
- XII. ADJOURNMENT


Linda R. Sandlin
Administrative Assistant





TRAVIS COUNTY WATER CONTROL AND IMPROVEMENT DISTRICT 17

3812 Eck Lane • Austin, Texas 78734
Phone (512) 266-1111 • Fax (512) 266-2790

Regular Meeting of the Board of Directors of Travis County Water Control and Improvement District No. 17 was held at the District office located at 3812 Eck Lane on Thursday, July 21, 2016 at 6:00 p.m. This meeting was scheduled and conducted in compliance with the Texas Open Meetings Act.

I. CALL TO ORDER

President Roberts called the meeting to order at 6:03 p.m.

II. ESTABLISH A QUORUM

President Roberts announced that Director Carruthers would be absent on family vacation. Roberts then established a quorum of Directors Roberts, Decker, Steed and Ward present. General Manager Deborah Gernes, General Counsels Stefanie Albright and Ashleigh Acevedo, and District Engineers Pat Lackey and Will Pena were also present.

III. MANAGER AND COMMITTEE REPORTS

A. MANAGER'S REPORT: STATUS OF DISTRICT OPERATIONS, FINANCES, DISTRICT CONSTRUCTION PROJECTS, DEVELOPER CONSTRUCTION PROJECTS, DISTRICT ADMINISTRATION AND MANAGEMENT, DISTRICT PLANNING

Manager Gernes reported that in addition to her written report

- Field Supervisor, Henry Marley, was recovering at home from his recent surgery.
- Travis County Water Control and Improvement District No. 17 Water and Sewer System Revenue Refunding, Series 2016 bond closed today.
- Municipal Separate Storm Sewer Systems (MS4) public information medallion installation project, being done by summer help, was near completion. Medallions have been installed in Steiner Ranch, Flintrock Falls and Serene Hills leaving The Ridge at Alta Vista and potentially Falconhead West. (These two communities overlap with Bee Cave MS4 jurisdiction.)
- Water usage is on the rise with production peak of 15.7 million gallons per day. The Mansfield treatment plant water production is helping out and seeing the heaviest usage on Monday and Thursday between 2:00 a.m. and 6:00 a.m.
- Lead and Copper sampling notice will be placed in the July bills for owners of homes constructed prior to 1989 to contact Brad Schwab directly if the homeowner

would like to have testing done. In accordance with new Texas Commission on Environmental Quality (TCEQ) requirements, 60 homes are now needed for the testing list instead of 30 homes as in the past years. The list will be sent to TCEQ for approval and then tests will be conducted by the homeowner with test kits and procedures provided by WCID 17. Director Decker asked the General Manager what actions were required if a high level was found. Manager Gernes explained that if levels exceeded recommended amounts, procedures for reducing lead levels would be provided to the homeowner. These would include replacing old piping, flushing pipes before using, or adding filters. She said that because WCID 17 levels historically are below recommended levels, the District is only required to conduct this test every three years instead of each year. (Tests will be done in mid-August.)

- Updated water and wastewater system maps have been completed, are out for printing and will be uploaded to the WCID 17 website in the next few weeks.
- West Travis County Public Utility Agency (WTC PUA) issued a letter regarding a rate increase for wastewater that will affect our customers in Falconhead West. Directors Steed and Ward stated they had each seen a news crawler on television recently regarding a boil water notice for the WTC PUA. Attorney Albright explained that this boil water notice was issued because of a period of low pressure along Hamilton Pool Road and Texas Highway 71 West of its intersection with Hamilton Pool Road which did not affect any WCID 17 customers.
- Will be notifying members of the Policy and Budget/Finance Committees to schedule early August meetings.

At the close of the Manager's Report, President Roberts requested Manager Gernes pass the Boards' good wishes to Henry Marley.

B. COMMITTEE REPORTS

1. COMMUNICATIONS / PARKS AND CONSERVATION COMMITTEE REPORT
2. LEGAL COMMITTEE REPORT
3. PLANNING COMMITTEE REPORT
4. BUDGET AND FINANCE COMMITTEE REPORT
5. POLICY COMMITTEE REPORT
6. IMPACT FEE ADVISORY COMMITTEE
7. STORMWATER COMMITTEE

IV. CONSENT AGENDA

A. APPROVE PAY ESTIMATES/CHANGE ORDERS FOR VARIOUS CONSTRUCTION PROJECTS IN THE DISTRICT

1. Eck Lane WTP Backwash Improvements, Pay Estimate #5, Prota Construction Inc. and Prota Inc., JV
2. Flintrock Wastewater Treatment Plant Expansion, Pay Estimate #3, PLW Central Texas

B. APPROVE PAYMENT OF CURRENT INVOICES

C. APPROVE MINUTES – June 16, 2016 Meeting

Director Roberts asked if there were any questions regarding items of the Consent Agenda.

Motion: Director Steed to approve all items of the Consent Agenda as presented

Second: Director Decker

Ayes: 4

Noes: 0

V. PUBLIC COMMENT, 6:30 P.M.

President Roberts opened Public Comment at 6:18 p.m.

Mr. Kevin Brown of KB Kustom Homes, Inc. introduced himself to the Directors as a sixteen year community member and builder. Mr. Brown explained that he was beginning physical construction of three speculative homes in Apache Shores and was shocked by the \$1,200 increase, of the water impact fee, when he came in today to pay meter and water impact fees for the three properties. He explained that he had paid the three permit fees April 29, 2016 and was not informed of a proposed increase of the water impact fee going into effect June 1 and asked how customers were informed when a fee increased. Office Manager Terrell explained to Mr. Brown and the Directors that he had been given an estimated cost assessment for each home when he started the plan review process March

15 [with the water impact fee of \$6,700.] She said that these estimated fee assessments had a disclaimer printed on them that the fees would only be applicable for 30 days and could be subject to change. Ms. Terrell said Mr. Brown paid the permit fee of \$450 per home (\$1,350) April 29, 2016. Terrell said Mr. Brown's plumber came in June 30 to pull the plumbing permit and Mr. Brown came in today, July 21, to pay all remaining fees for the three homes. Ms. Terrell explained that notices of a Public Hearing to discuss this fee was published in February and the fee increase was published in March newspapers; a notice was posted on the bulletin board, posted on the District website and flyers passed out at the service window for a minimum of a month. Mr. Brown again appealed for better notification to builders with open permits at the time such decision is voted into action.

Director Decker explained to Mr. Brown that the agenda and minutes of all board meetings are posted on the District website each month for builders and any concerned citizens to read and stay abreast of District activities. Director Ward asked if customers could subscribe on the District website for email notifications and it was explained by Manager Gernes that a new platform would be needed to allow this type of service. Mr. Brown concluded by requesting authorization to pay the fees that were applicable April 29, 2016. President Roberts told Mr. Brown this item could be placed on the August agenda for discussion and action; Director Steed requested a specific written request.

President Roberts left Public Comment open for anyone else that may arrive and wish to address the Board of Directors.

Motion: Director Steed to close Public Comment

Second: Director Ward

Ayes: 4

Noes: 0

President Roberts closed Public Comment at 7:20 p.m.

VI. NEW BUSINESS

A. DISCUSS/CONSIDER/TAKE ACTION ON APPROVAL OF CONTRACT TO ACQUIRE WATER RIGHTS OF APPROXIMATELY 40 MILLION GALLONS (122 ACRE FEET) PER YEAR FOR IRRIGATION

At the close of Executive Session, Manager Gernes requested authorization to continue working on the acquisition of this water right and to submit a letter of intent (LOI.) A brief discussion was held regarding keeping the price of the contract offer confidential and Attorney Albright stated that once the LOI was signed, it would be confidential.

Motion: Director Steed to authorize the General Manager and attorneys to continue with submission of a Letter of Intent to acquire a water right of approximately 40 million gallons per year for irrigation.

Second: Director Ward

Amended Motion: Director Steed to authorize the General Manager and consultants to continue with submission of a Letter of Intent to acquire a water right for approximately 40 million gallons per year for irrigation and proceed with an application for a second diversion point to the Texas Commission on Environmental Quality.

Amended Motion Second: Director Ward

Ayes: 4

Noes: 0

VII. THE BOARD WILL MEET IN EXECUTIVE SESSION TO RECEIVE ADVICE FROM ITS ATTORNEY, IN ACCORDANCE WITH TEXAS GOVERNMENT CODE SECTIONS 551.071 AND 551.072 REGARDING THE APPROVAL OF A CONTRACT TO ACQUIRE WATER RIGHTS FOR IRRIGATION.

President Roberts called for the opening of Executive Session at 6:36 p.m. and closed Executive Session at 7:14 p.m.

VIII. ADJOURNMENT

Motion: Director Ward to adjourn

Second: Director Decker

Ayes: 4

Noes: 0

President Roberts adjourned the meeting at 7:20 p.m.

Approved this _____ day of _____ 2016, with a

Motion by Director _____ and a Second by Director _____.

Ayes _____ Noes _____ Abstained _____

Presiding Officer

Secretary

From: Kevin Brown
Sent: Friday, July 22, 2016 8:14 AM
To: lsandlin@wcid17.org
Subject: Board Meeting Follow-up

Good morning Linda! As discussed at your board meeting yesterday, I am sending you my request at this time for a vote at the next board meeting. Please confirm the date of August 19th for the meeting? I truly appreciate any help you can be with this. Building 3 speculative homes at one time is the largest financial risk I have ever taken and honestly do not have an extra \$3600.

To be specific as requested by board member David Steed I believe it was, here is my request.

Please allow me some grace to pay tap and connection fee amounts equal to those in place on the date I stopped in and personally paid \$1350 for the permit applications. It is my understanding these fees at that time were as follows...

14301 Red Feather Trail: \$12,212.50
14303 Red Feather Trail (front location): \$8812.50
14305 Red Feather Trail (front location): \$12,212.50

Thank you!

Kevin Brown
KB Kustom Homes, Inc.
7301 Ranch Road 620 N. Suite 155-373
Austin, Texas 78726
512-748-3860

From: Linda Sandlin
Sent: Friday, July 22, 2016 8:48 AM
To: 'Kevin Brown'
Cc: Deborah Gernes WCID 17; Leslie Terrell; Jeff Roberts
Subject: RE: Board Meeting Follow-up

Good Morning

Yes, this item will be placed on the August 18, 2016 agenda (not 19th.) All Regular Board of Directors meetings are held on the 3rd Thursday of each month and we welcome public to listen in and/or speak to the directors regarding questions, concerns and at-a-boys.

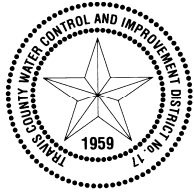
As you recall, our office manager was granted permission to set taps with the tap fee portion of your applications paid. Do not hesitate to contact me or Leslie Terrell (lterrell@wcid17.org) with any future questions. Mary Ann Cramer, our permit coordinator (macramer@wcid17.org) is also a great resource of information for our District builders.

Thank you,
Linda

Linda Sandlin
Administrative Assistant
to the General Manager
Travis County WC & ID 17
3812 Eck Lane
Austin, TX 78734
512 266 1111 x115

Mr. Kevin Brown of KB Kustom Homes, Inc. introduced himself to the Directors as a sixteen year community member and builder. Mr. Brown explained that he was beginning physical construction of three speculative homes in Apache Shores and was shocked by the \$1,200 increase, of the water impact fee, when he came in today to pay meter and water impact fees for the three properties. He explained that he had paid the three permit fees April 29, 2016 and was not informed of a proposed increase of the water impact fee going into effect June 1 and asked how customers were informed when a fee increased. Office Manager Terrell explained to Mr. Brown and the Directors that he had been given an estimated cost assessment for each home when he started the plan review process March 15 [with the water impact fee of \$6,700.] She said that these estimated fee assessments had a disclaimer printed on them that the fees would only be applicable for 30 days and could be subject to change. Ms. Terrell said Mr. Brown paid the permit fee of \$450 per home (\$1,350) April 29, 2016. Terrell said Mr. Brown's plumber came in June 30 to pull the plumbing permit and Mr. Brown came in today, July 21, to pay all remaining fees for the three homes. Ms. Terrell explained that notices of a Public Hearing to discuss this fee was published in February and the fee increase was published in March newspapers; a notice was posted on the bulletin board, posted on the District website and flyers passed out at the service window for a minimum of a month. Mr. Brown again appealed for better notification to builders with open permits at the time such decision is voted into action.

Director Decker explained to Mr. Brown that the agenda and minutes of all board meetings are posted on the District website each month for builders and any concerned citizens to read and stay abreast of District activities. Director Ward asked if customers could subscribe on the District website for email notifications and it was explained by Manager Gernes that a new platform would be needed to allow this type of service. Mr. Brown concluded by requesting authorization to pay the fees that were applicable April 29, 2016. President Roberts told Mr. Brown this item could be placed on the August agenda for discussion and action; Director Steed requested a specific written request.



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Recent 2016 Water Impact Fee Increase Timeline in regards to Kevin Brown's Requests made July 21, 2016

- | | |
|-----------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| January 21, 2016 | Order approved to call a Public Hearing regarding water impact fee proposal |
| February 10, 2016 | Notice published in <i>Four Points News</i> of Public Hearing on Amendment of Impact Fees for the purpose of consideration of an amendment of land use assumptions and a capital improvements plan and the imposition of the water impact fee for the District-wide water impact fee service area to be held March 17, 2016 |
| February 11, 2016 | Notice (above) published in <i>Lake Travis View</i> and <i>Austin American Statesman</i> |
| March 11, 2016 | March 17, 2016 Regular Board Meeting Agenda posted on District Bulletin Board and Website with both Public Hearing and Resolution action item listed on said agenda |
| March 15, 2016 | Mary Ann Cramer received an email with attachments of floor plans and site plans for 14301, 14303, 14305 Red Feather, Apache Shores Subdivision and a request for plan reviews with assessed fees to be returned |
| March 16, 2016 | Brown was sent plan review results with assessed fee statements (good for 30 days noted on bottom of statement) for each of the three sites |
| March 17, 2016 | Public Meeting held with no public in attendance |
| March 17, 2016 | Board approved Resolution to increase the water impact fee from \$6,700 to \$7,900 beginning June 1, 2016 as previously recommended by the Impact Fee Advisory Committee |
| March 18, 2016 | Notification written to be published in newspaper – Copies of Notice of Amendment of District-Wide Water Impact Fee were placed on outside District Bulletin Board, placed on table in foyer and posted on District website for minimum of one month |

March 22, 2016 Mary Ann Cramer received an email from Brown requesting steps to obtain three permits – Mr. Brown needed permits from WCID 17 prior to receiving the AS HOA approval

March 30, 2016 “Travis County Water Control and Improvement District No. 16 Notice of Water Impact Fee Increase Effective June 1, 2016” published in *Four Points News*

April 29, 2016 Mary Ann Cramer received a phone call and email to **pay for the three plumbing permits over the phone**; receipts were emailed to Brown

June 1, 2016 New Water Impact Fee of \$7,900 went into effect

June 30, 2016 **Christianson Plumbing came in to pull plumbing permit**

July 21, 2016 **Brown came into office to pay remaining fees and was surprised by the increase of \$1,200 per LUE for water impact fee from assessment summary received on March 16, 2016**

July 21, 2016 **6:30 p.m. – Mr. Brown addressed the Board to request consideration of notification for open permit holders when a fee is increased and requested authorization to pay the fees that were applicable April 29, 2016 when he began the process of making permit payments.** He explained that he had paid the three permit fees April 29, 2016 and was not informed of a proposed increase of the water impact fee and asked how customers were informed when a fee increased.

July 22, 2016 Mr. Brown emailed to be placed on August 18, 2016 agenda to request **paying the tap and connection fee amounts equal to those in place when he paid the permit fees on April 29, 2016 instead of the increased water impact fee beginning June 1, 2016 for each site because he was not informed that the rate would be increasing**

July 22, 2016 **Mr. Brown paid tap fees for all three sites**

August 18, 2016 Mr. Brown’s request is on the agenda as New Business item A for consideration to pay water impact fee of \$6,700 per site

**ORDER APPROVING CHANGES TO THE PERSONNEL POLICY OF TRAVIS
COUNTY WATER CONTROL AND IMPROVEMENT DISTRICT NO. 17**

THE STATE OF TEXAS §
 §
COUNTY OF TRAVIS §

WHEREAS, Travis County Water Control & Improvement District No. 17 (the “District”) is a conservation and reclamation district operating pursuant to Chapters 49 and 51 of the Texas Water Code;

WHEREAS, the District has adopted written Bylaws, Code of Ethics and Values/Ethics Policy, Personnel Policy and Service Rules and Policies (collectively, “Rules and Policies”) concerning the operation of the District; and

WHEREAS, the District’s Board of Directors has determined that certain amendments to the District’s Rules and Policies relating to personnel matters, are necessary at this time;

NOW THEREFORE, it is ordered by the Board of Directors of Travis County Water Control and Improvement District No. 17 as follows:

Section 1: The above recitals are true and correct and are incorporated into this Order for all purposes.

Section 2: The District’s Board of Directors hereby adopts the changes and amendments to the District’s Rules and Policies relating personnel matters, as shown in Attachment A.

PASSED AND APPROVED this 18th day of August, 2016.

Jeff Roberts
President, Board of Directors

ATTEST:

Jerri Lynn Ward
Secretary, Board of Directors

3.0 EMPLOYEE BENEFITS

3.1 VACATION

ACCRUAL OF VACATION LEAVE

Vacation leave will be earned as follows:

After One Year	Ten working days *80 Hours*
After Five Years	Fifteen working days 120 Hours
After Ten Years	Twenty working days 160 Hours

*For newly hired employees, ~~one week~~ 40 hours may be taken after six months of employment.

Employees will be permitted to carry over up to ~~20 vacation days~~ (160 hours) from one calendar year to the next calendar year; however, employees are encouraged to take at least half of their vacation time as time off.

An employee may elect to be paid for up to one-half (½) of their earned vacation leave after it has been accrued.

VACATION LEAVE REQUESTS

Employees must give as much notice as possible when requesting vacation leave. At a minimum, employees must give at least three days' notice for a half day or one-day vacation, one week's notice for a two to four day vacation, and three weeks' notice for a week or more vacation. Vacation may be taken in a minimum of 15 minute increments if needed to make up time to a 40-hour week, but the vacation time will not count towards actual time worked. Requests for leave shall be made in writing ~~on the appropriate form by use of the appropriate computer payroll system for prior approval by and submitted to~~ the employee's supervisor.

Vacation leave requests shall be granted in the order in which they are received by the immediate supervisor. If two requests are received simultaneously and only one can be granted, the employee who has the longer length of employment with the District shall receive the leave unless the needs of the District require otherwise.

PAYMENT OF VACATION LEAVE UPON DISCONTINUANCE OF EMPLOYMENT

Any employee discontinuing employment with the District shall be paid for actual accrued but unused vacation leave.

D. DISCUSS/CONSIDER/TAKE ACTION ON CONTRACT AWARD FOR THE TRAVIS COUNTY WATER CONTROL AND IMPROVEMENT DISTRICT NO. 17, FLINTROCK WASTEWATER TREATMENT PLANT EXPANSION AS RECOMMENDED BY THE DISTRICT ENGINEERS

At the close of Executive Session, President Roberts requested if anyone present would like to speak regarding the contract award for the expansion work of the Flintrock Wastewater Treatment Plant.

Mike Watson of Pepper Lawson introduced himself and said that his company looked forward to the opportunity to begin this work and were ready to start upon award.

Thor Benson of Archer Western was present and addressed the Board by stating that Archer Western Construction would be committed to delivering a good product should they be awarded the Flintrock Wastewater Treatment Plant expansion project.

Manager Gernes then addressed the Board stating that the engineers had researched the low bidder and its affiliates as requested in December and were aware of some problems being dealt with regarding the construction of the plant of Brushy Creek but that they still recommend award of the contract to Pepper Lawson based on the selection criteria and references. Mr. Pena agreed that Pepper Lawson should be awarded the contract.

Motion: Director Steed to award the contract for the Flintrock Wastewater Treatment Plant Expansion to Pepper Lawson Waterworks, LLC in accordance with the recommendation of the District engineer and General Manager.

Second: Director Decker

Ayes: 5

Noes: 0

E. DISCUSS/CONSIDER/TAKE ACTION ON DECLARATION OF SURPLUS PROPERTY 0.0086 ACRES ON MARSHALL FORD DRIVE; LOT 1, BLOCK 1, WCID17 SUBDIVISION 2

Manager Gernes stated that the property owned by the District on Marshall Ford Drive was evaluated and it was determined there were no remaining facilities or water lines on the property. She stated that the District no longer needed this 0.0086 acre parcel of land and that an interested party of adjoining properties was inquiring about its purchase.

Motion: Director Ward to declare the 0.0086 acre tract of land owned by the District and more specifically described as Lot 1, Block 1, WCID Subdivision 2 as surplus.

Second: Director Carruthers

Ayes: 5

Noes: 0

VII. NEW BUSINESS

A. DISCUSS/CONSIDER/TAKE ACTION ON RECOMMENDATION FROM DISTRICT'S FINANCIAL ADVISOR WITH RESPECT TO STEINER RANCH DEFINED AREA UNLIMITED TAX REFUNDING BONDS INCLUDING:

- 1. ORDER AUTHORIZING THE ISSUANCE OF TRAVIS COUNTY WATER CONTROL AND IMPROVEMENT DISTRICT NO. 17 STEINER RANCH DEFINED AREA UNLIMITED TAX REFUNDING BONDS IN ONE OR MORE SERIES;**
- 2. LEVYING AN AD VALOREM TAX IN SUPPORT OF THE BONDS;**
- 3. APPROVING DISTRIBUTION OF AN OFFICIAL STATEMENT AND THE FORM OF CERTAIN AGREEMENTS; AND**
- 4. ESTABLISHING PROCEDURES FOR SELLING AND DELIVERING ONE OR MORE SERIES OF THE BONDS AND AUTHORIZING OTHER MATTERS RELATED TO THE ISSUANCE OF THE BONDS**

District Financial Advisor Garry Kimball identified and reviewed Steiner Ranch Defined Area (SRDA) bonds that could be refunded at this time in the amount of \$10,565,000. He stated that with the volatile market at this time bond rates had fallen much lower (average 2.99 percent) than when the bonds were initially issued at an average of 4.65 percent. He requested permission from the Board to lock in a rate by February 3, 2016 and include additional candidates from the same issues if the refunding of bonds met the District's established parameters for savings. Kimball further requested permission to have the Board execute the Order as presented allowing consultants to continue to monitor and act upon favorable market conditions for refinancing one or more series of outstanding bonds for the Steiner Ranch Defined Area that would contribute to additional savings.

Motion: Director Steed to authorize the District consultants to move forward with the refunding of two series presented and include other 2009 and 2009A candidates if they reach savings of more than three percent without extending the maturity date.

Second: Director Decker

**RESOLUTION DECLARING CERTAIN REAL PROPERTY AS SURPLUS
PROPERTY**

THE STATE OF TEXAS §
 §
COUNTY OF TRAVIS §

WHEREAS, Travis County Water Control & Improvement District No. 17 (the "District") is a conservation and reclamation district operating pursuant to Chapters 49 and 51 of the Texas Water Code; and

WHEREAS, the District owns a certain 0.0086 acre tract of land on Marshall Ford Drive, which is more specifically described as Lot 1, Block 1, WCID17 Subdivision 2 (the "Tract"); and

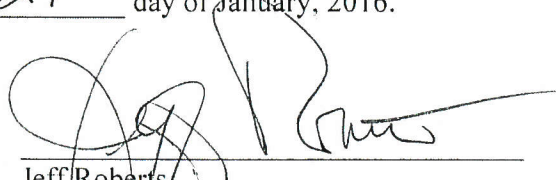
WHEREAS, the District's Board of Directors has assessed and considered the usefulness of the Tract.

NOW THEREFORE, it is resolved by the Board of Directors of Travis County Water Control & Improvement District No. 17 as follows:

Section 1: The above recitals are true and correct and are incorporated into this Resolution for all purposes.


Section 2: The District's Board of Directors has determined and hereby declares that the 0.0086 acre tract of land more specifically described as Lot 1, Block 1, WCID Subdivision 2 is surplus property as defined in Texas Water Code § 49.226 and is not needed by the District.

PASSED AND APPROVED this 21st day of January, 2016.



Jeff Roberts
President, Board of Directors

ATTEST:



Jerri Lynn Ward
Secretary, Board of Directors



Property Identification #: 154099

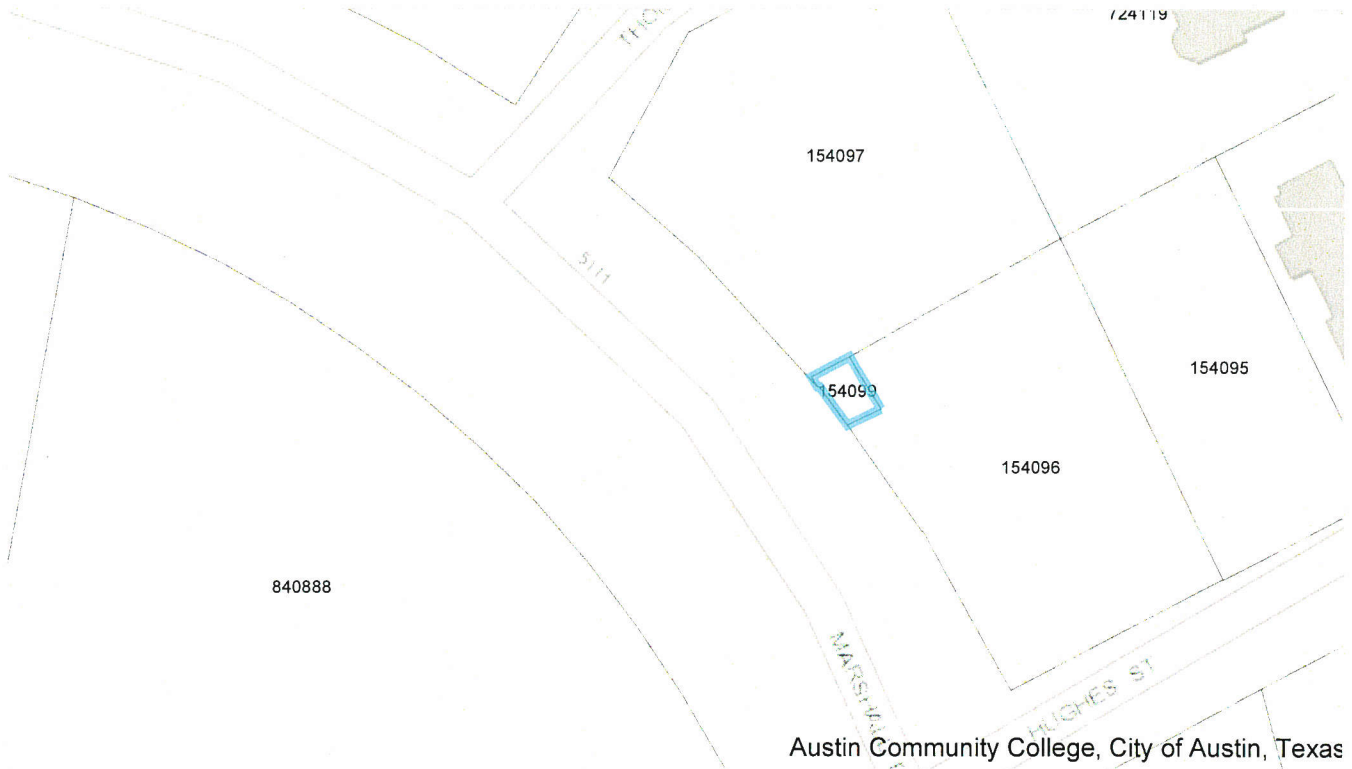
Property Information: 2016

Owner Identification #: 146018

Geo ID: 0152440612
Situs: MARSHALL FORD RD TX
Address: 78732
Property Type: Real
State Code: A3

Legal Description: LOT 1 BLK 1 W C I D 17
Description: SUBD 2
Abstract: S14624
Neighborhood: FORMERLY TEXMP
Appraised Value: N/A
Jurisdictions: 0A, 2J, 68, 69, 17, 52, 03

Name: TRAVIS COUNTY WCID #17
Exemptions: EX-XV
DBA: Null



Travis CAD Map Search

This product is for informational purposes only and may not have been prepared for or be suitable for legal, engineering, or surveying purposes. It does not represent an on-the-ground survey and represents only the approximate relative location of property boundaries. The Travis County Appraisal District expressly disclaims any and all liability in connection herewith.

Travis CAD

Property Search Results > 154099 TRAVIS COUNTY WCID #17 for Year 2016

Property

Account

Property ID:	154099	Legal Description:	LOT 1 BLK 1 W C I D
Geographic ID:	0152440612	Agent Code:	
Type:	Real		
Property Use Code:			
Property Use Description:			

Location

Address:	MARSHALL FORD RD TX 78732	Mapsc0:	491H
Neighborhood:	FORMERLY TEXMP	Map ID:	015147
Neighborhood CD:	_TEXMP		

Owner

Name:	TRAVIS COUNTY WCID #17	Owner ID:	146018
Mailing Address:	3900 ECK LN AUSTIN , TX 78734-1615	% Ownership:	100.0000000000%
		Exemptions:	EX-XV

Values

(+) Improvement Homesite Value:	+	\$0	
(+) Improvement Non-Homesite Value:	+	\$809	
(+) Land Homesite Value:	+	\$0	
(+) Land Non-Homesite Value:	+	\$6,000	Ag / Timber Use Value
(+) Agricultural Market Valuation:	+	\$0	\$0
(+) Timber Market Valuation:	+	\$0	\$0

(=) Market Value:	=	\$6,809	
(-) Ag or Timber Use Value Reduction:	-	\$0	

(=) Appraised Value:	=	\$6,809	
(-) HS Cap:	-	\$0	

(=) Assessed Value:	=	\$6,809	

Taxing Jurisdiction

Owner: TRAVIS COUNTY WCID #17
 % Ownership: 100.000000000000%
 Total Value: \$6,809

Entity	Description	Tax Rate	Appraised Value
03	TRAVIS COUNTY	0.416900	\$6,809
0A	TRAVIS CENTRAL APP DIST	0.000000	\$6,809
17	TRAVIS CO WCID NO 17	0.058500	\$6,809
2J	TRAVIS COUNTY HEALTHCARE DISTRICT	0.117781	\$6,809
52	TRAVIS CO ESD NO 6	0.100000	\$6,809
68	AUSTIN COMM COLL DIST	0.100500	\$6,809
69	LEANDER ISD	1.511870	\$6,809
Total Tax Rate:		2.305551	
			Taxes w/Curre
			Taxes w/o Exe

Improvement / Building

Improvement #1: Detail Only **State Code:** A3 **Living Area:** 1.0 sqft **Value:** \$809

Type	Description	Class CD	Exterior Wall	Year Built	SQFT
→ 1ST	1st Floor	D35 - 1		1978	1.0
→ 571	STORAGE DET	M - 4		1978	200.0

Land

#	Type	Description	Acres	Sqft	Eff Front	Eff Depth	Market Value	Prod. Value
1	LAND	Land	0.0086	374.58	0.00	0.00	\$6,000	\$0

Roll Value History

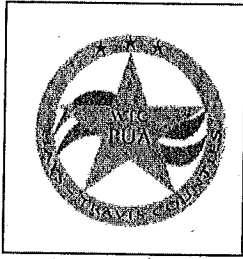
Year	Improvements	Land Market	Ag Valuation	Appraised	HS Cap	Assessed
2016	\$809	\$6,000	0	6,809	\$0	\$6,809
2015	\$850	\$6,000	0	6,850	\$0	\$6,850
2014	\$850	\$6,000	0	6,850	\$0	\$6,850
2013	\$1,070	\$6,000	0	7,070	\$0	\$7,070
2012	\$1,070	\$6,000	0	7,070	\$0	\$7,070
2011	\$1,779	\$6,000	0	7,779	\$0	\$7,779

Deed History - (Last 3 Deed Transactions)

#	Deed Date	Type	Description	Grantor	Grantee	Volume	Page	Deed Number
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Questions Please Call (512) 834-9317

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WEST TRAVIS COUNTY PUBLIC UTILITY AGENCY

12117 Bee Cave Road
Building 3, Suite 120
Bee Cave, Texas 78738
Office: 512/263-0100
Fax: 512/263-2289
www.wtcpua.org

July 18, 2016


RE: Notice of Potential Adjustment to Wholesale Water and Wastewater Rates

Dear Travis County WCID #17:

This notice is to advise you that the Board of Directors of the West Travis County Public Utility Agency (the "WTCPUA") is considering action to adjust wholesale water and wastewater rates at the August 18, 2016 Board of Directors meeting. The proposed wholesale base fee for Travis County WCID #17 is \$17,493.48 and the proposed volumetric rate is \$6.18/1,000 gallons. **The adjusted rates will be effective on October 1, 2016.**

Enclosed with this letter is a copy of the WTCPUA Retail and Wholesale Cost of Service Study. For questions regarding this meeting, please contact the WTCPUA offices at (512) 263-0100.

Sincerely,


Donald G. Rausehuber
WTCPUA General Manager

Enclosures

$$\frac{\$17,493.48 \text{ MO}}{450 \text{ CUST}} = \$38.87/\text{MO}$$

+ 13%

$$6.18/1000$$

+ 21%

2017 EXPENSE

$$17,493.48 \times 12 = \$209,922.76$$

$$100,116$$

$$\frac{\$209,922.76}{100,116} = \$2,096.38$$

$$6.18 \times 31 = 18.54$$

Kgal / Kgal day

$$450 \times 8,343$$

$$\times 12 = 100,116$$

2016
BASE 15,152.14 \$33.67/MO
VOL 4.90/1000 GAL 15.19 Vol
\$48.63 AVE ~ 3,000g