

UPPER BRUSHY CREEK
WATER CONTROL AND IMPROVEMENT DISTRICT
~~460 TEXAS AVENUE, ROUND ROCK, TX 78664~~[#]
REGULAR BOARD MEETING MINUTES
MAY 21, 2020

#Pursuant to the March 16, 2020 proclamation issued by Governor Abbott, this meeting was held by videoconference in order to advance the public health goal of limiting face-to-face meetings to slow the spread of COVID-19. The Board of Directors attended the meeting via video conference.

This meeting was able to be viewed live via Zoom. Members of the public that wished to speak during citizen communication were able to register ahead of time via the link provided on the meeting agenda.

CALL TO ORDER: The Regular meeting was called to order at 4:00 p.m. by President Mike Freeman and he announced a quorum was present.

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

STAFF PRESENT: Alysha Girard, General Manager; Lisa Moravitz District Clerk; Gregor Forbes, Manager Capital Improvement Programs; and Tiffany White, Executive Assistant

ABSENT: District Counsel, Charlie Crossfield

CITIZEN COMMUNICATIONS: No public input received.

CONSENT AGENDA:

C.1 Consider approval of the Minutes for April 16, 2020.

C.2 Consider approval of the Monthly Financial Statements for April 2020.

Motion by Vice Treasurer Cook, second by Vice President Clawson to approve the consent agenda as presented. Motion carried unanimously.

ACTION ITEMS:

D.1 Consider the election of Board Officers.

Vice Treasurer Cook requested the officer positions to be added to the November agenda.

Motion by Treasurer Villarreal, second by Vice President Clawson to keep members in the same roles for the next term. The officers are as follows: President - Freeman; Vice President - Clawson; Secretary - Williams; Treasurer - Villarreal; and Vice Treasurer - Cook. Motion carried 4 – 0 (Williams away due to technical issues)

D.2 Consider the approval of a real estate contract with Devine Land Investments, LLC and Sixth Street Capital, LP for the donation of a portion of the Dam 1 structure easement area.

Motion by Vice Treasurer Cook, second by Vice President Clawson to approve the real estate contract with Devine Land Investments, LLC and Sixth Street Capital, LP for the donation of a portion of the Dam 1 structure easement area. Motion carried. Ayes: 4 Nays: 1 (Williams)

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D.3 Consideration and possible action authorizing the General Manager to contract with Community Impact for printing and distribution of the annual newsletter.

Motion by Secretary Williams, second by Vice President Clawson authorizing the General Manager to contract with the Community Impact in an amount not to exceed \$42,000 for printing and distribution of the annual newsletter.

Motion carried. Ayes: 3 Nays: 2 (Cook & Villarreal)

D.4 Consideration and possible action on the District Purchasing Policy.
After a lengthy discussion, the following change was made:

XI. Reporting of Expenditures

- a. Credit Cards - Other staff limits shall be determined by the General Manager; however, in no case shall an employee's limit exceed \$10,000 \$6,000.

Motion by Treasurer Villarreal, second by President Freeman to approve the purchasing policy as presented with the single change to reduce the employee's credit card limit to \$6,000.

Motion carried. Ayes: 3 Nays: 1 (Cook) & (Williams away due to technical issues)

E. PRESENTATIONS AND REPORTS:

1. Consider a presentation regarding potential future bond projects. The Financial Advisor with Specialized Public Finance, Dan Wegmiller was present via video conference to provide information on the general process for bond issuance and the approximate debt capacity options. The Bond Counsel with McCall, Parkhurst & Horton, Carol Polumbo, was present via video conference to provide an overview of the election logistics, ethics, and TCEQ requirements.
2. General Manager's Report.
 - Emergency Action Plan update is underway.
 - Round Rock Future Land – Use Map is being updated.
 - Rattan Creek Regional Detention – Apple money has been received and set aside for future Rattan Creek projects.

ADJOURNMENT. There being no further business, the meeting was adjourned at 6:00 p.m.

DATED AT ROUND ROCK, TEXAS ON THIS 18TH DAY OF JUNE 2020.

ATTEST:


Mike Freeman, President


Lisa Moravitz, District Clerk