



**BRUSHY CREEK REGIONAL UTILITY AUTHORITY, INC.  
BOARD OF DIRECTORS MEETING  
WEDNESDAY, MAY 19, 2010 AT 5:00 P.M.  
CEDAR PARK PUBLIC LIBRARY  
550 DISCOVERY BLVD  
CEDAR PARK, TEXAS 78613**

**DIRECTORS**

Mitch Fuller, President  
George White, Vice-President  
John D. Cowman, Secretary  
Lowell Moore, Citizen Director  
Kris Whitfield, Citizen Director  
Christopher Fielder, Citizen Director

**AGENDA**

- 1. CALL BOARD MEETING TO ORDER – 5:00 p.m.**
- 2. ROLL CALL**
- 3. CITIZEN COMMUNICATION**
- 4. APPROVAL OF MINUTES:**
  - 4A. Consider approval of the BCRUA meeting minutes for April 21, 2010.
- 5. REGULAR BUSINESS:**
  - 5A. Consider a discussion concerning the communication with the Village of Volente.
  - 5B. Consider approving payment to Lively Delivery Service, Inc. for courier services.
  - 5C. Consider approving payment to Answer 360 Telecommunications for the BCRUA hotline.
  - 5D. Consider approving payment to Bee Cave Drilling, Inc. for well abandonment.
  - 5E. Consider approving payment to Travis County for security services.
  - 5F. Consider approving payment to Building Abatement Demolition Company, Inc. for hazardous waste disposal.

**6. PRESENTATIONS:**

6A. Consider a presentation regarding the BCRUA project status report.

**7. RESOLUTIONS:**

7A. Consider a resolution adopting a Procurement Policy.


**8. DIRECTOR CLOSING COMMENTS REGARDING ITEMS OF COMMUNITY INTEREST**

**9. ADJOURNMENT**

The Board of Directors of the Brushy Creek Regional Utility Authority, Inc., reserves the right to adjourn into executive session at any time during the course of this meeting to discuss any of the matters listed above, as authorized by Texas Government Code Sections 551.071 (Consultation with Attorney); 551.072 (Deliberations about Real Property); 551.073 (Deliberations about Gifts and Donations); 551.074 (Personnel Matters); 551.076 (Deliberations about Security Devices); and 551.087 (Economic Development).

**CERTIFICATE**

I certify that the above notice of the Brushy Creek Regional Utility Authority, Inc. meeting was posted on the City Hall official bulletin board of the City of Round Rock, Texas at 5:00 P.M. on Friday, the 14<sup>th</sup> of May 2010.

  
Monique Adams on behalf of the  
Brushy Creek Regional Utility Authority, Inc

**DATE:** May 14, 2010

**SUBJECT:** BCRUA Board Meeting – May 19, 2010

**ITEM:** 1. CALL BOARD MEETING TO ORDER – 5:00 P.M.

**DATE:** May 14, 2010

**SUBJECT:** BCRUA Board Meeting – May 19, 2010

**ITEM:** 2. ROLL CALL

**DATE:** May 14, 2010

**SUBJECT:** BCRUA Board Meeting – May 19, 2010

**ITEM:** 3. CITIZEN COMMUNICATION

**DATE:** May 14, 2010

**SUBJECT:** BCRUA Board Meeting – May 19, 2010

**ITEM:** 4. APPROVAL OF MINUTES

**BRUSHY CREEK REGIONAL UTILITY AUTHORITY, INC.  
BOARD OF DIRECTORS MEETING  
WEDNESDAY, APRIL 21, 2010 AT 5:00 P.M.  
PAT BRYSON MUNICIPAL HALL – 201 N. BRUSHY STREET  
LEANDER, TEXAS 78641**

**DRAFT MINUTES**

**1. CALL BOARD MEETING TO ORDER – 5:00 p.m.**

The meeting was called to order at 5:08 p.m.

**2. INTRODUCTION OF NEW BOARD MEMBERS**

Vice-President White introduced Councilmember Kris Whitfield  
Secretary Cowman introduced Mayor Pro-tem Christopher Fielder  
President Fuller introduced Lowell Moore

**3. ROLL CALL**

Present:

President Fuller  
Vice-President White  
Secretary Cowman  
Director Lowell Moore  
Director Kris Whitfield  
Director Christopher Fielder

Absent: None

General Manager Chris Lippe and Leander City Attorney Barney Knight were also in attendance.

**4. CITIZEN COMMUNICATION**

Judy Gracie – 15775 Booth Circle, Volente, TX 78641

**5. APPROVAL OF MINUTES:**

5A. Consider approval of the BCRUA meeting minutes for March 17, 2010.

**MOTION:** Secretary Cowman moved to approve the minutes. Vice-President White seconded the motion.

**ACTION:** Ayes: President Fuller  
Vice-President White  
Secretary Cowman

**VOTE:** Approved by unanimous vote

(PRESENTATIONS - President Fuller moved items 7C & 7D to be discussed before regular business.)

**7C. Consider a presentation regarding the LCRA Water Resource Plan.**

James Kowis, Manager of Water Supply Planning with LCRA discussed the key findings and water supply priorities & strategies outlined in the draft Water Supply Resource Plan (WSRP). He indicated that several public meetings were held in 2008-2010 in order to gather the information that is included in the WSRP. The WSRP outlines the future water demands through

**7C – Continued**

2100; identifies the impact to agriculture, environment, and lake levels; and also computes the potential costs associated with the demand for water. The draft plan is expected to be reviewed and potential action taken in June 2010. It is anticipated to have the WSRP updated every five years.

**7D. Consider a presentation and possible action regarding Phase Two, Deep Water Intake Due Diligence Study.**

Drew Harding with Jacobs reviewed the details of the Site Selection and Due Diligence Studies. He discussed lake level projections and a recommendation for the intake location. He continued with outlining the various Deep Water Intake Alternatives, preferred alternatives and major constraints for each one. A feasibility analysis will be completed on the preferred alternatives as well as working with government entities and stakeholders to gather input on each alternative.

**6. REGULAR BUSINESS:**

**6A. Consider a discussion concerning the communication with the Village of Volente.**

President Fuller stated that a committee will be formed in order to begin formal communication with the Village of Volente.

At this time, President Fuller invited Judy Graci and Garry Gross to address the board.

**6B. Consider approving payment to Lively Delivery Service, Inc. for courier services.**

Mike Thuss gave a brief explanation on the item.

MOTION: Vice-President White moved to approve the action. President Fuller seconded the motion.

ACTION: Ayes: President Fuller  
Vice-President White  
Absent: Secretary Cowman

VOTE: Approved by unanimous vote

**6C. Consider approving payment to Time Warner Cable for utility relocation.**

Mike Thuss gave a brief explanation on the item.

MOTION: Vice-President White moved to approve the action. President Fuller seconded the motion.

ACTION: Ayes: President Fuller  
Vice-President White  
Absent: Secretary Cowman

VOTE: Approved by unanimous vote

**6D. Consider approving payment to AT &T for utility relocation.**

THIS ITEM WAS WITHDRAWN FROM THE AGENDA

**7. PRESENTATIONS:**

**7A. Consider a presentation regarding the BCRUA project status report.**

Michael Thuss, Program Manager, reported that the construction on the Water Treatment Plant is on schedule. He reported on a incident from earlier in the day at the construction site where a truck pulled a main electrical line. Residents were properly notified and PEC showed up quickly to restore the electricity. Trails End Road was closed down for two hours. There was an increase in complaints in March due to dust and mud issues, construction work hours, and the relocation of mailboxes. Inspectors are working with the contractors on a daily basis in order to keep the roads serviceable.

**7B. Consider a presentation regarding the BCRUA Quarterly Investment Report for January through March 2010, and action approving the same.**

Linda Patterson with Patterson & Associates gave a quarterly investment report outlining the details in the three blocks of funds – construction, debt & escrow. She also provided a benchmark review and discussed the impact of rates.

MOTION: President Fuller moved to approve the action. Vice-President White seconded the motion.

ACTION: Ayes: President Fuller  
Vice-President White  
Absent: Secretary Cowman

VOTE: Approved by unanimous vote

**8. RESOLUTIONS:**

**8A. Consider a resolution approving a second amendment to the BCRUA Administrative Operating Budget for Fiscal Year 2009-2010, subject to the approval of the Participating Cities.**

Chris Lippe gave a brief explanation on the item.

MOTION: Vice-President White moved to approve the resolution. President Fuller seconded the motion.

ACTION: Ayes: President Fuller  
Vice-President White  
Absent: Secretary Cowman

VOTE: Approved by unanimous vote

**8B. Consider a resolution authorizing the President to execute an Interlocal Agreement with the City of Round Rock regarding Regional Water Project Construction Administrative Services.**

MOTION: Vice-President White moved to approve the resolution. President Fuller seconded the motion.

ACTION: Ayes: President Fuller  
Vice-President White  
Absent: Secretary Cowman

VOTE: Approved by unanimous vote

**8C. Consider a resolution authorizing the President to execute an Interlocal Agreement with the City of Round Rock regarding Regional Water Project Administrative Services.**

MOTION: Vice-President White moved to approve the resolution. President Fuller seconded the motion.

ACTION: Ayes: President Fuller  
Vice-President White  
Absent: Secretary Cowman

VOTE: Approved by unanimous vote

**8D. Consider a resolution authorizing the President to execute an Interlocal Agreement with the City of Round Rock regarding Regional Water Project General Manager Services and Capital Program and Construction Manager Services.**

MOTION: Vice-President White moved to approve the resolution. President Fuller seconded the motion.

ACTION: Ayes: President Fuller  
Vice-President White  
Absent: Secretary Cowman

VOTE: Approved by unanimous vote

**8E. Consider a resolution authorizing the President to execute an Agreement with Lockwood, Andrews, & Newnam, Inc. for Construction Phase Engineering Services.**

MOTION: President Fuller moved to approve the resolution. Vice-President White seconded the motion.

ACTION: Ayes: President Fuller  
Vice-President White  
Absent: Secretary Cowman

VOTE: Approved by unanimous vote

**8F. Consider a resolution authorizing the President to execute a Supplemental Agreement No. 1 with Water Resources Management, L.P.**

Mike Thuss gave a brief explanation on the item.

MOTION: Vice-President White moved to approve the resolution. President Fuller seconded the motion.

ACTION: Ayes: President Fuller  
Vice-President White  
Absent: Secretary Cowman

VOTE: Approved by unanimous vote

**8G. Consider a resolution authorizing the President to execute a Supplemental Agreement No. 1 with Dial Development Services.**

Mike Thuss gave a brief explanation on the item. Chris Lippe indicated that this supplemental agreement is related to a new part of the project and is not an unforeseen cost.

MOTION: Vice-President White moved to approve the resolution. President Fuller seconded the motion.

ACTION: Ayes: President Fuller  
Vice-President White  
Absent: Secretary Cowman

VOTE: Approved by unanimous vote

**9. DIRECTOR CLOSING COMMENTS REGARDING ITEMS OF COMMUNITY INTEREST**

Director Whitfield did not have any comments.

Vice-President White welcomed Kris Whitfield to the board.

Director Moore did not have any comments.

President Fuller noted that the meeting was historical since the BCRUA is now a six-member board and is looking forward to future dialogue with the LCRA.

Secretary Cowman & Director Fielder were not in attendance at this point of the meeting.

**10. ADJOURNMENT**

The meeting was adjourned at 7:04 p.m.

Minutes respectfully submitted by Monique Adams

**DATE:** May 14, 2010

**SUBJECT:** BCRUA Board Meeting – May 19, 2010

**ITEM:** 5A. Consider a discussion concerning the communication with the Village of Volente.

**DATE:** May 14, 2010

**SUBJECT:** BCRUA Board Meeting – May 19, 2010

**ITEM:** 5B. Consider approving payment to Lively Delivery Service, Inc. for courier services.

**Presenter:** Michael Thuss  
Program Manager

**Justification:**

Lively is a Historically Underutilized Business (HUB) which provides courier delivery services for BCRUA field offices for bulk items and submittal packages. Courier service is use to send items between BCRUA field offices, City offices, and consulting engineer offices.

**Funding:**

The total amount is \$240.47.

**Lively Delivery Service, Inc.**  
**Invoices**  
**April 16 - May 7, 2010**

| <b>Date</b>        | <b>Invoice #</b> | <b>Amount</b>    |
|--------------------|------------------|------------------|
| April 16, 2010     | 42772            | \$ 47.12         |
| April 23, 2010     | 42858            | \$ 73.33         |
| April 30, 2010     | 42997            | \$ 50.46         |
| April Total        |                  | \$ 170.91        |
| May 7, 2010        | 43092            | \$ 69.56         |
| May Total          |                  | \$ 69.56         |
|                    |                  |                  |
| <b>GRAND TOTAL</b> |                  | <b>\$ 240.47</b> |

# Lively Delivery Service, Inc.

# INVOICE

PO Box 143043

Austin, Tx 78714-3043

Phone # 512-491-8116

Fax # 512-339-0794

*Jennifer L. Higby* Digitally signed by Jennifer L. Higby  
Date: 2010.04.22 14:47:40 -05'00'

|                                                                                                         |
|---------------------------------------------------------------------------------------------------------|
| Bill To:                                                                                                |
| Brushy Creek Regional Utility Authority<br>Attn: Monique Adams<br>221 E Main St<br>Round Rock, Tx 78664 |

|           |           |
|-----------|-----------|
| Date      | Invoice # |
| 4/16/2010 | 42772     |

|        |
|--------|
| TERMS: |
| Net 15 |

| DATE      | TICKET # | AREA/SERVICE | DETAILS                                                                                                                                  | CHARGES        |
|-----------|----------|--------------|------------------------------------------------------------------------------------------------------------------------------------------|----------------|
| 4/12/2010 | 290,420  | Area C 2 HR  | BCRUA - Hur Industrial<br>CDM - Riata Trace Pkwy<br>2 Boxes - Submittals<br>Ref# 15120-008-A thru 012-A<br>Ref# 16481-001-A, 16480-001-A | 16.45          |
| 4/14/2010 | 290,421  | Area C 4 HR  | City of Round Rock<br>221 E Main St - 78664<br>1 Application No. 2<br>1 Signed Contract                                                  | 14.22          |
| 4/15/2010 | 290,422  | Area C 2 HR  | BCRUA - Hur Industrial<br>CDM - Riata Trace Pkwy<br>1 Box - Submittals<br>Ref# 02230-001-A, 02615-003-A, 16482-001-A                     | 16.45          |
|           |          |              | <b>Total</b>                                                                                                                             | <b>\$47.12</b> |

When sending a payment, please include the invoice number on the check. Accepting Master Card and Visa credit cards.

# Lively Delivery Service, Inc.

# INVOICE

PO Box 143043  
 Austin, Tx 78714-3043  
 Phone # 512-491-8116  
 Fax # 512-339-0794

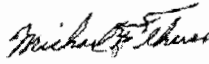
|                                                                                                         |
|---------------------------------------------------------------------------------------------------------|
| Bill To:                                                                                                |
| Brushy Creek Regional Utility Authority<br>Attn: Monique Adams<br>221 E Main St<br>Round Rock, Tx 78664 |

|           |           |
|-----------|-----------|
| Date      | Invoice # |
| 4/23/2010 | 42858     |

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|--------|
| TERMS: |
| Net 15 |

| DATE      | TICKET # | AREA/SERVICE | DETAILS                                                                                                                                                                                                 | CHARGES |
|-----------|----------|--------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------|
| 4/19/2010 | 290,423  | Area C 4 HR  | BCRUA - Hur Industrial Blvd<br>CDM - Riata Trace Pkwy<br>2 Submittals<br># 02615-004-A, 02615-005-A                                                                                                     | 14.22   |
| 4/20/2010 | 290,424  | Area C 4 HR  | BCRUA - Hur Industrial Blvd<br>CDM - Riata Trace Pkwy<br>8 Submittals<br># 04200-001-A, 04200-013-A, 04200-014-A,<br>05500-003-A,<br># 05530-003-A, 05530-004-A, 05530-005-A,                           | 14.22   |
| 4/20/2010 | 290,425  | Area C 2 HR  | BCRUA - Hur Industrial Blvd<br>CDM - Riata Trace Pkwy<br>2 Submittals<br># 03300-007-A, 14240-001-A                                                                                                     | 16.45   |
| 4/21/2010 | 290,426  | Area C 4 HR  | BCRUA - Hur Industrial Blvd<br>CDM - Riata Trace Pkwy<br>6 Submittals<br># 05520-003-A, 13125-001-A, 13125-002-A,<br>13125-003-A                                                                        | 14.22   |
| 4/23/2010 | 290,427  | Area C 4 HR  | BCRUA - Hur Industrial Blvd<br>CDM - Riata Trace Pkwy<br>3 Submittals<br># 11280-001-A, 11282-001-A, 07005-001-A,<br>07900-001-A, 07210-001A<br># 02616-009-A, 03350-001-A, 07210-002-A,<br>05530-006-A | 14.22   |
|           |          |              | <b>Total</b>                                                                                                                                                                                            | \$73.33 |

When sending a payment, please include the invoice number on the check. Accepting Master Card and Visa credit cards.

|                                                                                                                                            |                                                          |
|--------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------|
| <b>CERTIFICATION:</b>                                                                                                                      | DATE: 5/3/10                                             |
|                                                                                                                                            | AMT: \$ 73.33                                            |
| Certified that to the best of my knowledge that this information is true and correct, and accurately reflects the value received by BCRUA. |                                                          |
| <b>Recommend Approval &amp; Payment</b>                                                                                                    |                                                          |
| BCRUA: Program & Construction Manager: Michael F. Thuss, P.E.                                                                              |                                                          |
|                                                         | Michael F. Thuss, P.E.<br>2010.05.03 16:36:05<br>-05'00' |

|                                                                                                                                       |
|---------------------------------------------------------------------------------------------------------------------------------------|
| <b>CERTIFICATION</b>                                                                                                                  |
| Certified that to the best of my knowledge this information is true and correct, and accurately reflects the value received by BCRUA. |
| <b>Recommend Approval &amp; Payment</b>                                                                                               |
| BCRUA: SENIOR PROJECT CONTROLS SPECIALIST: Jennifer L. Higby                                                                          |
|                                                  |
| Digitally signed by Jennifer L. Higby<br>Date: 2010.04.29 14:42:49<br>-05'00'                                                         |

# Lively Delivery Service, Inc.

# INVOICE

PO Box 143043  
 Austin, Tx 78714-3043  
 Phone # 512-491-8116  
 Fax # 512-339-0794

|                                                                                                         |
|---------------------------------------------------------------------------------------------------------|
| Bill To:                                                                                                |
| Brushy Creek Regional Utility Authority<br>Attn: Monique Adams<br>221 E Main St<br>Round Rock, Tx 78664 |

|           |           |
|-----------|-----------|
| Date      | Invoice # |
| 4/30/2010 | 42997     |

|        |
|--------|
| TERMS: |
| Net 15 |

| DATE      | TICKET # | AREA/SERVICE | DETAILS                                                                                                | CHARGES        |
|-----------|----------|--------------|--------------------------------------------------------------------------------------------------------|----------------|
| 4/26/2010 | 290,428  | Area C 2 HR  | BCRUA - Hur Industrial Blvd<br>CDM - Riata Trace Pkwy<br>1 Box - 01665-002-A, 03300-008-A, 15120-013-A | 16.82          |
| 4/28/2010 | 290,429  | Area C 2 HR  | BCRUA - Hur Industrial Blvd<br>CDM - Riata Trace Pkwy<br>1 Env - 07900-002-A, 07900-003-A              | 16.82          |
| 4/30/2010 | 290,430  | Area C 2 HR  | BCRUA - Hur Industrial Blvd<br>CDM - Riata Trace Pkwy<br>1 Box - 02605-002-A, 09904-001-A, 05120-001-A | 16.82          |
|           |          |              | <b>Total</b>                                                                                           | <b>\$50.46</b> |

When sending a payment, please include the invoice number on the check. Accepting Master Card and Visa credit cards.

*Jennifer L. Higby*  
 Digitally signed by Jennifer L. Higby  
 Date: 2010.05.06 13:55:16 -05'00'

# Lively Delivery Service, Inc.

PO Box 143043  
 Austin, Tx 78714-3043  
 Phone # 512-491-8116  
 Fax # 512-339-0794

# INVOICE

|                                                                                                         |
|---------------------------------------------------------------------------------------------------------|
| Bill To:                                                                                                |
| Brushy Creek Regional Utility Authority<br>Attn: Monique Adams<br>221 E Main St<br>Round Rock, Tx 78664 |

| Date     | Invoice # |
|----------|-----------|
| 5/7/2010 | 43092     |

| TERMS: |
|--------|
| Net 15 |

| DATE     | TICKET # | AREA/SERVICE | DETAILS                                                                                                                                                | CHARGES        |
|----------|----------|--------------|--------------------------------------------------------------------------------------------------------------------------------------------------------|----------------|
| 5/4/2010 | 290,431  | Area C 4 HR  | BCRUA - Hur Industrial Blvd<br>CDM - Riata Trace Pkwy<br>1 Box @ 10<br>Submittals - 03200-017-A, 03200-018-A, 03200-019-A,<br>03200-020-A, 03200-021-A | 14.54          |
| 5/6/2010 | 290,432  | Area C 2 HR  | BCRUA - Hur Industrial Blvd<br>CDM - Riata Trace Pkwy<br>1 Box @ 10<br>Submittals - 16191-001-A, 16191-002-A, 16482-001-B,<br>16503-001-A, 16503-002-A | 16.82          |
| 5/7/2010 | 290,433  | Area C 1 HR  | BCRUA - Hur Industrial Blvd<br>CDM - Riata Trace Pkwy<br>1 Box @ 5<br>Pay Application # 3<br>08110-001-A, 08700-001-A                                  | 21.38          |
| 5/7/2010 | 290,434  | Area C 2 HR  | BCRUA - Hur Industrial Blvd<br>CDM - Riata Trace Pkwy<br>1 Box @ 10<br>Pay Application # 2<br>05520-003-A, 05210-001-A, 05120-002-A                    | 16.82          |
|          |          |              | <b>Total</b>                                                                                                                                           | <b>\$69.56</b> |

When sending a payment, please include the invoice number on the check. Accepting Master Card and Visa credit cards.

| <b>CERTIFICATION</b>                                                                                                                  |                                                                            |
|---------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------|
| Certified that to the best of my knowledge this information is true and correct, and accurately reflects the value received by BCRUA. |                                                                            |
| <b><i>Recommend Approval &amp; Payment.</i></b>                                                                                       |                                                                            |
| BCRUA: SENIOR PROJECT CONTROLS SPECIALIST: Jennifer L. Higby                                                                          |                                                                            |
| <i>Jennifer L. Higby, inc</i>                                                                                                         | Digitally signed by Jennifer L. Higby<br>Date: 2010.05.12 16:53:11 -05'00' |

**DATE:** May 14, 2010

**SUBJECT:** BCRUA Board Meeting – May 19, 2010

**ITEM:** 5C. Consider approving payment to Answer 360 Telecommunications for the BCRUA hotline.

**Presenter:** Michael Thuss  
Program Manager

**Justification:**

The contract with Group Solutions has expired and they were responsible for maintaining the BCRUA hotline. For the month of May, the hotline will have a message directing callers to contact the BCRUA field office for all future questions and concerns.

**Funding:**

The total amount is \$21.34.

Answer360 Telecommunications  
 2625 8th Avenue  
 Suite 100  
 Fort Worth, TX 76110  
 (214)447-9000  
 cstout@answer360.com



# Invoice

| DATE       | INVOICE #  |
|------------|------------|
| 05/01/2010 | 3705       |
| TERMS      | DUE DATE   |
| Net 30     | 05/31/2010 |

**BILL TO**  
 Chris Lippe  
 City of Round Rock  
 221 E Main Street  
 Round Rock, TX 78664

| AMOUNT DUE | ENCLOSED |
|------------|----------|
| \$21.34    |          |

Please detach top portion and return with your payment.

| Date       | Activity                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            | Quantity | Rate  | Amount |
|------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------|-------|--------|
| 05/01/2010 | Custom Voicemail - 05/01 - 05/31/10 - one time charge - BCRUA hotline                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               | 1        | 19.95 | 19.95  |
| 05/01/2010 | Telecom Service Fee<br>*****<br>The following constitutes the agreement between Answer360 and the Customer for the services rendered by Answer360 in exchange for the above payment.<br><br>NOTICE OF CANCELLATION: The Agreement may be terminated by the subscriber upon thirty (30) days advance written notice.<br><br>LIMITS OF LIABILITY: Answer360 shall not be liable for any damage, claim, loss or expenses of any kind or nature, regardless of theory, caused directly or indirectly by the use of Answer360. Any defect therein, any interruption or delay in messaging service due to equipment failure, phone company failure or customer error, or any direct, incidental or consequential damages caused thereby.<br><br>BILLING AND PAYMENT TERMS: Payment in advance with invoices sent prior to the start of the period, payable by the last day of the month. A minimum \$5.00 late fee will apply. Payment of initial invoice indicates acceptance of terms for duration of service.<br>***** | 1        | 1.39  | 1.39   |

|                                                                                                                                                                       |                    |         |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------|---------|
| Payments must be received within 30 days to avoid service interruption.                                                                                               | <b>SUBTOTAL</b>    | \$21.34 |
| If you have any further questions, please contact the Accounting Department at (214) 447-9000 or email <a href="mailto:cstout@answer360.com">cstout@answer360.com</a> | <b>TAX (8.25%)</b> | \$0.00  |

**DATE:** May 14, 2010

**SUBJECT:** BCRUA Board Meeting – May 19, 2010

**ITEM:** 5D. Consider approving payment to Bee Cave Drilling, Inc. for well abandonment.

**Presenter:** Michael Thuss  
Program Manager

**Justification:**

An unexpected water well was found on the Water Treatment Plant Site. It needed to be capped and plugged in accordance with Texas Commissions on Environmental Quality regulations.

**Funding:**

The total amount is \$2,000.



# Bee Cave Drilling, Inc.

185 Angel Fire Dr.  
Dripping Springs, TX 78620

|           |           |                |
|-----------|-----------|----------------|
| Invoice # | Date      | <b>Invoice</b> |
| 18605     | 4/26/2010 |                |
|           |           | Phone #        |
|           |           | 512-894-4221   |
|           |           | Fax #          |
|           |           | 512-894-0329   |

**We accept Mastercard, VISA, & Discover**

|                                                                                                                         |                                                      |
|-------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------|
| Bill To                                                                                                                 | Property Address                                     |
| Brushy Creek Regional Utility Authority<br>Attn: Jennifer Higby<br>1906 Hur Industrial Blvd.<br>Cedar Park, Texas 78613 | 1906 Hur Industrial Blvd.<br>Cedar Park, Texas 78613 |

|            |            |            |                                                                                                              |
|------------|------------|------------|--------------------------------------------------------------------------------------------------------------|
| Phone #    | Phone #    | Phone #    | License #'s 54416, 56008, 54870, 54436, 2750                                                                 |
| 215-9151 W | 364-9107 M | 215-9158 F | Licensed by: Texas Department of Licensing and Regulation<br>PO Box 12157 Austin, Texas 78711 (800) 803-9202 |

| Item      | Quantity | Unit Price | Amount   |
|-----------|----------|------------|----------|
| Bentonite | 40       | 25.00      | 1,000.00 |
| Plugging  |          | 1,000.00   | 1,000.00 |

**CERTIFICATION:** DATE: 5/5/10  
AMT: \$ 2,000

Certified that to the best of my knowledge that this information is true and correct, and accurately reflects the value received by BCRUA.

**Recommend Approval & Payment.**

BCRUA: Program & Construction Manager: Michael F. Thuss, P.E.

Michael F. Thuss, P.E.  
2010.05.05 09:00:07  
-05'00'

**CERTIFICATION**

Certified that to the best of my knowledge this information is true and correct, and accurately reflects the value received by BCRUA.

**Recommend Approval & Payment.**

BCRUA: SENIOR PROJECT CONTROLS SPECIALIST: Jennifer L. Higby

Jennifer L. Higby  
Digitally signed by Jennifer L. Higby  
Date: 2010.05.04 15:00:16 -05'00'

|                               |                       |                         |            |
|-------------------------------|-----------------------|-------------------------|------------|
| Web Site                      | Terms                 | <b>Total</b>            | \$2,000.00 |
| www.beecavedrilling.com       | <b>Due on receipt</b> | <b>Payments/Credits</b> | \$0.00     |
| E-mail                        |                       | <b>Balance Due</b>      | \$2,000.00 |
| jennifer@beecavedrilling.c... |                       |                         |            |

Bee Cave Drilling, Inc. is not responsible for freeze related damage. Customer is liable for all legal and collection fees. Finance charges will be assessed on past due unpaid invoices at the rate of 1 1/2% every 30 days and are subject to collections at our

**DATE:** May 14, 2010

**SUBJECT:** BCRUA Board Meeting – May 19, 2010

**ITEM:** 5E. Consider approving payment to Travis County for security services.

**Presenter:** Michael Thuss  
Program Manager

**Justification:**

Due to the safety of the construction site, Travis County Sheriff's office was contacted to provide security services 4 days a week from 3:00 p.m. – 7:00 p.m. for a period of 8 weeks.

**Funding:**

The not to exceed is \$5,500.



## MEMORANDUM

DATE: 4/6/10

**TO:** Chris Lippe, P.E.; General Manager  
Wayne Watts, P.E.; Leander  
Michael Thane, P.E.; Round Rock  
Don Rundell, P.E.; Round Rock  
Kenneth Wheeler, P.E.; Cedar Park  
Steve Sheets; BCRUA Lead Attorney

**FROM:** Michael F. Thuss, P.E.; Program Manager

**CC:** Jenn Higby, BCRUA Program Controls  
Jeff Bell, BCRUA Lead Inspector


**SUBJECT:** Security Services for Trails End Road – the Raw Water  
Transmission Line Project (RWTL)

- 
1. Exhibit A is an Email from David Dial, Lead Inspector for BCRUA on the RWTL project; dated 3/31/10; Subject: Request for Additional Onsite Security.
  2. Exhibit B is Travis County Sheriff's Office request for Secondary Employment of Law Enforcement; Form: VRLE 121509
  3. Mr. Dial's email clearly explains the issues involved with security at the RWTL project site. I agree with his assessment. What the email does not make clear is that BCRUA contract personnel and SJ Louis personnel have been accosted.
  4. Exhibit B shows the details of the service.

**5. I request permission to enter into an agreement with the Travis County Sheriff's Department in accordance with Exhibit B and as detailed below:**

- a. Request the services of a Peace Officer for approximately 4 hours a day, 4 days a week, from 3:00 pm until 7 pm, for 8 week. The approximate costs are (1) Officer: 4 hrs x \$35/hr x 4 days/wk x 8 wks = \$4480. (2) Vehicle \$30/day x 4 days/wk x 8 wks = \$960. (3) For a total cost not to exceed \$5500 (rounded up).**
- b. This service is directly related to the safe construction of the project. Funding for this service may be appropriated from two line items – and is available in the current budget:**
  - i. In the Construction Management Operating Budget for FY10 - \$30,000 has been reserved for personal services. None of this FY's allocation has been committed to date.**
  - ii. Construction Contingency from the RWTL project is in excess of \$2.5 Million. (Note: There is a pending change order (#1) which will generate a savings of over \$15,000).**

**6. Recommend approval.**



Digitally signed by  
Michael F. Thuss  
Date: 2010.04.06  
16:50:51 -05'00'

**Michael F. Thuss, P.E.  
BCRUA  
Program Manager**

**2 Exhibits As Stated**

## Request for Additional Onsite Security

dlldial@netzero.com [dlldial@netzero.com]

**Sent:** Wednesday, March 31, 2010 3:56 PM  
**To:** Michael Thuss  
**Cc:** wheeler@ci.cedar-park.tx.us; w.watts@ci.leander.tx.us; Michael Thane; Chris Lippe; jpressly.dldial.assoc@gmail.com; rdial.dldial.assoc@gmail.com; dawkins@ci.cedar-park.tx.us; DavidD@SJLouis.Com; CurtisO@SJLouis.Com; Jeff Bell  
**Attachments:** Peace Officer.PDF (1 MB)

---

Mike,  
As discussed earlier a Mr. William Joesph Dahleen was arrested on or about 6:30 pm yesterday (03-30-10) by the Travis County Sheriffs Dept. He was charged with obstructing a construction work zone. This is a class B misdemeanor ( maximum fine and jail punishment unknown at this time). He was also issued a warning for criminal trespassing which would result in a felony charge if arrested again. This is the fourth report filed on this individual for his inappropriate behavior and actions as it relates to this project. Unfortunately all of our team involved in the day to day field operations feel the situation could escalate if he chooses to retaliate. Un like other residential complaints and concerns taken, this individual has demonstrated characteristics of one who may have a serious mental disorder. For these reasons we respectfully request that BCRUA initiate additional on site safety measures. We would like to recommend that a off duty peace officer be placed in close proximity of the work zone from 8:00am to 10:00 am and again from 4:00pm to 7:00pm 5 days a week for the next few weeks or until we get passed the Sandy Creek treatment plant. Please find attached the application forms for this service. The Fee's and terms are listed at the bottom. Thank you for your considerations on this matter and we appreciate the opportunity to serve and represent the BCRUA.

Thank You,

David Dial  
D.L. Dial & Associates LC  
(512) 784-4546

Exhibit A



TRAVIS COUNTY SHERIFF'S OFFICE
Request for Secondary Employment of Law Enforcement
PO Box 1748, Austin, Texas 78701 Office: (512) 854-7271 Fax: (512) 854-4554
E-mail: offduty@co.travis.tx.us

Today's Date: 4/20/2010 Name of Citizen/Business: Mike Thuss/Brushy Creek Regional Utility Authority
Address: 1906 Hur Industrial Blvd. City: Cedar Park State: Texas Zip: 78613
Contact Person: Mike Thuss Phone: 512-215-9151 Fax: 512-215-9158 E-mail: mthuss@bcrua.org
Owner Name: Address, City, State, Zip: Brushy Creek Regional Utility Authority 221 E. Main Street, Round Rock, TX 78644
Citizen/Owner Driver's License & State: 04142889/TX Business ID/Citizen SSN: xxxxxxxxxxxxxxxxxxxxxxx

SECONDARY EMPLOYMENT DESCRIPTION:

Job Type: [X] Traffic Control [X] Security [ ] Private Party [ ] Retail [ ] Other:
Job Status: [ ] Temporary (Less than 30 days) [X] Permanent (More than 30 days) [ ] Periodically
Start Date: 4/27/2010 End Date: 5/28/2010 Start Time: 3 pm End Time: 7 pm
Employment Duties: Tuesday thru Friday each week. Traffic control, security, presence, observation
Job Location: Trails End Road, Leander, TX (1431 Jct - So) Person Whom Officer Will Report To: David Dial, John Pressly, or Ken Glover
Contact No.: 512-784-4546 \*\*No. of Deputies: \*\*No. of Vehicles: [X] Uniform [ ] \*\*Plain Clothes

\*\*The Travis County Sheriff's Office reserves the right to determine the number of officers needed for all requests and if job requires plain clothes officer.
Comments: This is a pipe line construction project approximately 5 miles along Trails End Road. Some residents are against the project. One has harassed workers and BCRUA personnel (Cited by the Sheriff). An officer and vehicle will reduce speeding by residents and discourage further harassment.

THE TRAVIS COUNTY SHERIFF'S OFFICE RESERVES THE RIGHT TO DECLINE ANY REQUEST FOR SECONDARY EMPLOYMENT.

ALL REQUESTS ARE SUBJECT TO APPROVAL. Local background checks are done on individuals requesting security for private functions. Contractors wanting to hire officers with the use of a County-owned vehicle are required to sign a "Vehicle User Agreement". Requests for private functions must be submitted 14 business days prior to actual job date. Jobs are filled with the availability of officers, there is no guarantee, especially if the request is received in less than 48-hours (on business days only) of date of job. The Off Duty Facilitator will, to the best of their ability, fill all requests. Officers are not allowed to work out of Travis County.

OFFICER RESPONSIBILITIES: A commissioned Travis County Sheriff's Officer's primary responsibility while working in a secondary employment capacity as a peace officer, in uniform or plain clothes, is the enforcement of Federal and State laws and County ordinances, to protect life and property and to keep the peace. DEPUTIES ARE PROHIBITED FROM ENFORCING HOUSE RULES. House rules are defined as rules that are not specifically authorized by state or federal law, and are typically rules of the outside employment Contractor. Officers shall follow all Travis County Sheriff's Office (TCSO) Policies and Procedures.

Officers engaged in a Law Enforcement function in a secondary employment job will not refuse to assist any citizen requesting or needing assistance. Officers are expected to take necessary action in an attempt to assist citizens in need of help by calling on-duty officers, taking reports, effecting arrests, or providing any other services related with the duties of a peace officer.

CONTRACTOR'S RESPONSIBILITIES: The Contractor agrees to hold harmless TCSO and all TCSO personnel from losses of any kind caused while at the site of the off duty employment. All traffic control jobs must be inspected by TCSO and approved for safety devices and placement before officers are allowed to work. Any traffic control job that involves road closures must have been previously approved and permits acquired by the appropriate city, state, federal agency (i.e. Texas Department of Transportation). Scheduling officers DOES NOT constitute safety approval.

REVOCATION FOR SECONDARY EMPLOYMENT APPLICATION/PERMIT: The Sheriff's designee will not approve any permit or application by a prospective Contractor that does not meet the requirements of any TCSO Policies and Procedures. REASONS FOR REVOCATION: Examples are for information purposes only and is not intended to be exclusive of other reasons not contained therein: a conflict of interest develops between the County and the outside Contractor; non payment of employees; Contractor is arrested; the Contractor is under investigation by the District and County Attorney's Office, or any Law Enforcement Agency for violations of law; the Contractor refuses to cooperate with an investigation related to the extra employment job; the job becomes controversial, such as labor or civil disputes; the Sheriff, acting personally or through a designee, reserves the right to deny any application or job.

PAY RATES: Officers - \$35.00 per hour with a 4-hour minimum. Vehicles - \$15.00 per hour with a 2-hour minimum. Officers must be paid individually and vehicle payment is made out to the Travis County Sheriff's Office.

LESS THAN 48 BUSINESS HOURS NOTICE, COUNTY HOLIDAYS OR SPECIALIZED PERSONNEL will be charged \$50.00 per hour per officer at 4 hour minimum. LESS THAN 24 BUSINESS HOURS NOTICE OF CANCELATION requires the minimum hours to be charged for officer and car (if car is used).

SPECIAL NOTE for Long Term Contracts: Officer and Vehicle rates are subject to change during a contract period dependant on actions set forth by the Travis County Sheriff's Office and/or the Travis County Commissioners Courts. Officer Coordinators may charge an administrative fee for scheduling and billing.

CONTRACTOR'S ACKNOWLEDGEMENT OF ALL RESPONSIBILITIES AND RULES AS LISTED ABOVE.

CONTRACTOR SIGNATURE: [Signature] Digitally signed by Michael F. Thuss Date: 2010.04.20 10:40:24 -0500 Print Name: Michael F. Thuss Date: 4/20/2010

[FOR TCSO USE ONLY]

Major Signature: Date: [ ] Approve [ ] Decline
Major Comments:
Assigned to Coordinator:

Exhibit B



**Agreement With Regard To Use of Vehicle(s) In Connection With Off Duty Employment of County Peace Officer(s)**

This Agreement is made and entered into by and between the following parties: Travis County, acting by and through the Travis County Sheriff's Office (hereinafter referred to as "COUNTY"), and Brushy Creek Regional Utility Authority, (hereinafter referred to as "CONTRACTOR").

CONTRACTOR will employ one or more off-duty officers to provide security services/traffic control services, etc. The services to be provided will involve the use of one or more COUNTY vehicles. The Sheriff has determined that the use of the COUNTY vehicle(s) will serve a public purpose (conserve the peace, protect life and property, ensure the public safety, etc.). To ensure that the public purpose is met, the Sheriff will at all times retain control over the vehicle(s). CONTRACTOR will compensate the off-duty officer(s) directly in accordance with a separate agreement or understanding entered into between the CONTRACTOR and the officer(s). CONTRACTOR will reimburse COUNTY \$15.00 per hour for use of the COUNTY vehicle. The parties agree that such reimbursement shall be deemed a donation to the COUNTY under section 81.032 of the Texas Local Government Code.

Job Date(s): Tues - Friday 3 - 7 pm from 4/27/10 to 5/28/10

Job Location(s): Trails End Road, Leander, TX. Vic junction 1431 and Trails End Road

Please Send Invoices to: BCRUA, Attn: Mike Thuss: 1906 Hur Industrial Blvd. Cedar Park, TX 78613. Or electronically to [mthuss@bcrua.org](mailto:mthuss@bcrua.org)

**CONTRACTOR**

*Michael F. Thuss*  
Digitally signed by Michael F. Thuss  
Date: 2010.04.20 10:46:19 -05'00'

---

Authorized Agent Signature

---

Michael F. Thuss

---

Printed Name

---

Program & Construction Manager

---

Position

---

4/20/10

---

Date

**COUNTY**

*Mark Saut*

---

Authorized Agent Signature

---

Mark Saut

---

Printed Name

---

MAJOR

---

Position

---

4-20-10

---

Date

Job No.: BCRUA0570

**DATE:** May 14, 2010

**SUBJECT:** BCRUA Board Meeting – May 19, 2010

**ITEM:** 5F. Consider approving payment to Building Abatement Demolition Company, Inc. for hazardous waste disposal.

**Presenter:** Michael Thuss  
Program Manager

**Justification:**

This invoice is for the cost to remove and dispose of the hazardous waste from the construction site.

**Funding:**

The total amount is \$16,860.

# Invoice

Building Abatement Demolition Company, Inc.  
 1501 CR 256  
 Liberty Hill, Texas 78642

| Date      | Invoice # |
|-----------|-----------|
| 4/29/2010 | 10-402    |

| Bill To                                                                                                        |
|----------------------------------------------------------------------------------------------------------------|
| Brushy Creek Regional Utility Authority<br>221 E. Main Street<br>Round Rock, Texas 78664<br>Attn: Mitch Fuller |

| P.O. No. | Terms          | Project       |
|----------|----------------|---------------|
|          | Due on receipt | Trash Removal |

| Quantity                     | Description              | U/M | Rate         | Amount      |
|------------------------------|--------------------------|-----|--------------|-------------|
|                              | ACM Haul and Disposal    |     | 16,860.00    | 16,860.00   |
|                              | Job #028-10<br>Sales Tax |     | 1.00%        | 0.00        |
| Thank you for your business. |                          |     | <b>Total</b> | \$16,860.00 |

**DATE:** May 14, 2010

**SUBJECT:** BCRUA Board Meeting – May 19, 2010

**ITEM:** 6A. Consider a presentation regarding the BCRUA project status report.

**Presenter:** Michael Thuss  
Program Manager

**DATE:** May 14, 2010

**SUBJECT:** BCRUA Board Meeting – May 19, 2010

**ITEM:** 7A. Consider a resolution adopting a Procurement Policy.

**Presenter:** Josh Selleck, Finance Director  
City of Cedar Park

RESOLUTION NO. R-10-05-19-7A

WHEREAS, the Brushy Creek Regional Utility Authority (BCRUA) wishes to adopt the "Brushy Creek Regional Utility Authority Procurement Policy," Now Therefore

BE IT RESOLVED BY THE BRUSHY CREEK REGIONAL UTILITY AUTHORITY,

That the "Brushy Creek Regional Utility Authority Procurement Policy," be adopted, as set forth in Exhibit "A" attached hereto and incorporated herein for all purposes.

The Board hereby finds and declares that written notice of the date, hour, place and subject of the meeting at which this Resolution was adopted was posted and that such meeting was open to the public as required by law at all times during which this Resolution and the subject matter hereof were discussed, considered and formally acted upon, all as required by the Open Meetings Act, Chapter 551, Texas Government Code, as amended.

RESOLVED this \_\_\_\_\_ day of May, 2010.

\_\_\_\_\_  
MITCH FULLER, President  
Brushy Creek Regional Utility Authority

ATTEST:

\_\_\_\_\_  
John Cowman, Secretary

# Brushy Creek Regional Utility Authority

## Procurement Policy \*DRAFT\*

Effective June 1, 2010

The following are the general procurement policies for the BCRUA.

- 1.1 Purchases of \$0.01 through \$2,999.99 – no quotes are required, though efforts must be made to obtain the best value purchase for the BCRUA. Purchases within this range may be made by the General Manager if provided for in the approved budget.
- 1.2 Purchases of \$3,000.00 thru \$49,999.99 – Obtain not less than three (3) quotes (verbal or written), at least two (2) of which must be from HUBs if available (see 1.4 below). Quotes and contact information shall be documented in order to illustrate compliance with state purchasing law. If provided for in the approved budget, purchases within this range may be made by the General Manager after approval of the operations committee which consists of at least one member of the engineering or finance staffs from each member city.
- 1.3 Purchases or contracts of \$50,000.00 or more must be accomplished through the formal invitation for bid, request for proposal process, or the statement of qualifications process. Purchases or contracts over \$50,000.00, as well as any purchases or contracts which were not provided for in the approved budget, must be approved by the BCRUA Board.
- 1.4 Historically Underutilized Businesses - In making an expenditure of \$3,000.00 or more and less than \$50,000.00, Chapter 252.0215 of the Local Government Code and Chapter 2161 of the Texas Government Code requires contacting at least two historically underutilized businesses (HUBs) registered for the available commodity or service. This list is available from the Centralized Master Bidders List (CMBL) on the State of Texas Comptroller of Public Accounts (CPA) website <http://www2.cpa.state.tx.us/cmb/hubonly.html>. If the list fails to identify a HUB in Williamson or Travis Counties, the BCRUA is exempt from this requirement.
- 1.5 The BCRUA shall, at all times, follow the requirements of the Local Government Code as amended.

Splitting, making separate, component or sequential purchases that will create an aggregate total of more than **\$50,000.00** or that would circumvent the above dollar values are not permitted. This language is set out in Section 252.062 of the Local Government Code, which also indicates that *“An offense under this section is a Class B misdemeanor.”*

# EXHIBIT “A”

**DATE:** May 14, 2010

**SUBJECT:** BCRUA Board Meeting – May 19, 2010

**ITEM:** 8. DIRECTOR CLOSING COMMENTS REGARDING ITEMS OF COMMUNITY INTERESTS

**DATE:** May 14, 2010

**SUBJECT:** BCRUA Board Meeting – May 19, 2010

**ITEM:** 9. ADJOURNMENT