

Unapproved
Wellborn Special Utility District
Board of Directors Meeting
April 15, 2025

Board Members Present:

James Massey
John Himmel
Gwen Hattaway
David Ernstes
Perry Barboza
Brent Paterson
Travis Miller
Susan Lightfoot
Larry Michalscheck

Staff Present:

Campbell Young, General Manager
Eric Chandler, Asst Manager
Julia Skrivanek, Office Manager
Carolyn Prescott
Brandy Fielder
Stephen Cast, Project Manager

Guest:

Terry Winn, STV, Inc
Susan Fontaine
Marissa Vergara

The regular monthly meeting of the Board of Directors ("Board") of the Wellborn Special Utility District ("District") was held on April 15, 2025, in the Board Room at the District Office, 6784 Victoria Avenue, College Station, TX 77845. The Board convened in a meeting open to the public, for which notice was given as required by Chapter 551, Government Code, as amended, and as otherwise required by law.

1. Meeting called to order at 6:00 p.m., by James Massey, President. The Secretary confirmed that the Board members listed above were present.
2. **Pledge of Allegiance:** Pledge of Allegiance led by James Massey.
3. **Invocation:** Invocation led by Travis Miller.
4. **Public Comments:** The board is pleased to hear from visitors on any item that does not appear on the posted Agenda (comments on Agenda items will be taken with the item). In order to respect the Board's time, please limit your remarks to five minutes. The Board will receive the information and may ask staff to investigate the matter and/or possibly place the issue on a future agenda, but the Board is prohibited by the Open Meetings Act from otherwise acting on or deliberating on such comments. All comments should be addressed to the Board as a whole and not to any individual member thereof: The Board welcomes all visitors. The President invites comments from the public. There were no public comments.
5. **Consider and approve March 18, 2025, minutes of the Board of Directors regular meeting:** March 18, 2025, minutes approved as presented.
6. **Committee Reports**
 - Nominating Committee
 - Policy and Long-Range Planning Committee
 - Finance/Audit/Rates Committee – John Himmel reports on meeting with Auditors.
 - Communication Committee – Gwen Hattaway give update on communication meeting.
 - Personnel Committee
 - Water Conservation Committee
7. **Consider and act upon Finance/Audit Committee recommendations:**
 - Consider and act upon Employee Leave Policy – General Manager will re-draft for next month

- Consider and act upon Capitalization threshold – will consider next month.
8. **Consider and act upon approval of 2024 Audit:** Brent Paterson moves to approve the 2024 Audit. David Ernstes seconds. All for. Motion carries.
 9. **Consider Quarterly Investment Report:** Quarterly Investment Report presented by John Himmel, Treasurer.
 10. **Consider Communication Consultant update:** Update presented by President Massey.
 11. **Consider and act upon STV proposal to administer WIFIA funding:** No action taken
 12. **Consider update on revised Master Plan:** Presentation on progress of revised Master Plan presented by Terry Winn of STV, Inc.
 13. **Consider update on water system improvement project:** Presentation on progress of water system improvement project presented by Terry Winn of STV, Inc.
 14. **Consider SH 6 station standby generator improvements proposal for engineering services update:** Presented by Terry Winn, STV, Inc.
 15. **Consider update on SWTP structural repair project:** Update by Terry Winn of STV, Inc.
 16. **Consider and act upon release of easement:** Campbell Young, General Manager, give update on progress of easement release negotiations.
 17. **Consider update on water loss reduction program:** Update presented by Campbell Young.
 19. **Receive and Discuss Manager's Report on District activities, construction, finances, and related matters:** Manager's Reports presented by Campbell Young.
 - Financial report
 - Update on monthly activities
 - Update on accounts payable
 - Update on TWDB monthly meeting
 - Update on TCEQ Inspection
 - Update on BVGCD – Stephen Cast
 - Update on WIFIA
 - Update on TRWA Rural Water Conference – Eric Chandler
 20. **Consider Board of Director and WSUD Calendar:**
 - Communication Committee Meeting will be held on Wednesday, April 16, 2025, at 1:30 pm
 - TWDB monthly update meeting will be held on May 1, 2025 @ 4:00 pm
 - Town Hall held on Saturday, April 26, 2025, 9-11 am
 21. **Consider Future Agenda Items:**
 - None
 22. Adjourn at 8:55 pm