

Unapproved
Wellborn Special Utility District
Board of Directors Meeting
May 20, 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
Deven Doyen

The regular monthly meeting of the Board of Directors ("Board") of the Wellborn Special Utility District ("District") was held on May 20, 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 James Massey.
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 April 15, 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 Finance Committee meeting.
 - 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 – No action taken.
 - Consider and act upon Capitalization threshold – Brent Paterson moves to approve resolution increasing Capitalization threshold from \$100.00 to \$2,2500.00. John Himel seconds. All for. Motion carries.
8. **Consider and act upon the Retail Water Service Agreement with the City of Bryan which establishes compensation terms and a framework by which the City of Bryan can acquire certain undeveloped areas within the District's CCN:** Brent Paterson moves to approve the Retail Water Service Area Agreement as presented. Travis Miller seconds. All for. Motion carries.
9. **Consider and act upon adopting updated Master Plan:** Brent Paterson moves to accept the updated Master Plan. John Himmel seconds. All for. Motion carries.
10. **Consider update on water system improvement project:** Presentation on progress of water system improvement project presented by Terry Winn of STV, Inc.
11. **Consider and act upon authorizing the General Manager to advertise the CID-1 Wells Contract bids and to award the contract contingent on the total project cost not exceeding 10% above the Engineer's estimated cost:** David Ernstes moves to authorize the General Manager to advertise and award bid for CID-1 wells contract contingent on the total cost of the project not exceeding 10% above Engineer's estimate. Susie Lightfoot seconds. All for. Motion carries.
12. **Consider discussion of the rate adjustment needed to fund water system improvement project shortfall:** Presentation by Grant Rabon of NewGen Solutions on rate adjustment.
13. **Consider and act upon awarding bid for the SH 6 station standby generator improvements:** On the recommendation of the District's Engineer, Terry Winn, STV Inc. Travis Miller moves to award bid to Bayer Construction in the amount of \$372,706.00. Brent Paterson seconds. All for. Motion carries.
14. **Consider update on SWTP structural repair project:** Update by Terry Winn of STV, Inc.
15. **Consider and act upon pay estimate #1 to AT Coating Services for the SWTP structural repairs (coating) project:** Travis Miller moves to approve pay estimate #1 to AT Coating Services in the amount of \$46,144.20. Gwen Hattaway seconds. All for. Motion carries.
16. **Consider and act upon release of easement:** Travis Miller moves to approve the partial release of easement as presented. John Jimmel seconds. All for. Motion carries.
17. **Consider update on water loss reduction program:** Update presented by Campbell Young.
18. **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 BVGCD – Stephen Cast
 - Update on tower rehab
 - Update on TRWA Rural Water Conference – Eric Chandler

20. Consider Board of Director and WSUD Calendar:

- Communication Committee Meeting will be held on Wednesday, May 21, 2025, at 1:30 pm
- TWDB monthly update meeting will be held on June 5, 2025 @ 4:00 pm
- TRWA Technical Conference – July 16th-17th in Galveston
- Residential irrigation and water use seminar – date/time to be determined

21. Consider Future Agenda Items:

- None

22. Adjourn at 9:078 pm

James Massey, President

Gwen Hattaway, Secretary