

**PBUWCD**  
**Board of Directors Meeting**  
**AGENDA**  
**March 25, 2024**  
**MINUTES OF THE REGULAR BOARD MEETING**

1. The President will call the meeting to order.  
**Board President Richie Tubb called the meeting to order at 7:20 p.m. In attendance were Ray Brady, Amy Bush, Angela Lance, Richie Tubb, Brad Tunnell, Brandon Borgstedt and Raymond Straub, Jr.**
2. Public Comment (Limited to 5 minutes and may speak on any agenda item).  
**No public guests in attendance.**
3. Consider approval of the minutes from the board meeting from January 16, 2024.  
**Raymond Straub, Jr. asked for an update on Kristopher Alles; Angela Lance briefed the Board. Brad Tunnell made a motion to approve the January 16, 2024 minutes. Raymond Straub, Jr. seconded the motion and all approved.**
4. Consider approval of a report on the district's financial status for period ending February 29, 2024.  
**Brad Tunnell questioned the payment to Matrix Trust. Angela Lance responded that Matrix Trust is the company in which the District uses for employee's retirement funds. Raymond Straub, Jr. made a motion to approve the financial status. Brad Tunnell seconded the motion; all approved.**
5. Consider approval of applications, extensions, and amended permits received since the last meeting.  
**Board members asked to see locations of several permits. After discussion of certain aspects of specific areas, Brandon Borgstedt made the motion to approve the permits and Raymond Straub, Jr. seconded. All approved.**
6. Accept Certification of Unopposed Candidates.  
**Angela Lance presented the Certification of Unopposed Candidates, as the District did not receive any candidate applications. Raymond Straub, Jr. made a motion to accept the Certificate of Unopposed Candidates. Brandon Borgstedt seconded the motion and the Certificate of Unopposed Candidates was unanimously accepted.**
7. Adopt Order of Cancellation for Election.  
**Angela Lance presented the Order of Cancellation for Election to the Board. Brad Tunnell made a motion to adopt the order and Raymond Straub, Jr. seconded the motion. All approved to adopt the Order of Cancellation for Election.**
8. Discuss, consider and take action on investment options.  
**Angela Lance discussed the differences in the investment options between an ICS, CDs and TexPool. The Board directed Angela Lance to close CDs at maturity and reroute funds to a TexPool Prime Account. Raymond Straub, Jr. made a motion to approve the decision, as Brad Tunnell seconded the motion. Motion approved unanimously.**
9. Discuss and consider approval of amended company policies.  
**After discussion of a policy clause, the Board approved the updated Employee Policy, omitting**

**paragraph 6.1. Brandon Borgstedt made a motion to approve the policy after the omission. Raymond Straub, Jr. seconded the motion. All were in favor.**

10. Discuss and take action regarding current well spacing requirements and district rules.  
**Several options were discussed on well spacing requirements, but no changes were made. Raymond Straub, Jr. made a motion to table this agenda item and Brandon Borgstedt seconded. Agenda Item 10 is approved to table.**
11. Discuss and take action on proposal of heating unit for shop.  
**Angela Lance presented a bid from an HVAC company for a heating unit for the shop area. This bid was denied but other options were given. The directors want clarity on the request. Raymond Straub, Jr. made a motion to table this agenda item and Brandon Borgstedt seconded. This agenda item has been tabled.**
12. The Board may consider adjourning into Executive Session in accordance with the Open Meeting Act, Texas Government Code 551.074 (A) (1) 1, if necessary.
  - a. Adjourn to Executive Session to discuss personnel matters.
  - b. Adjourn to Executive Session for Legal Counsel
13. The Board may reconvene in Open Session.  
**The Board did not adjourn into Executive Session. No action necessary.**
14. The Board may take action on items discussed in Executive Session.  
**No Executive Session. No action necessary.**
15. Manager's Report.  
**Presented by Angela Lance.**
  - Asked to purchase a security camera for the front office. Directors suggested obtaining quotes from security companies for a security system.
  - Gave report on issues with an unlicensed well driller and asked to proceed with the next steps. Board approved.
  - Gave update on 2019 truck needing parts replaced. Board agreed to repair.
  - Gave reports on monitoring wells with transducers.
16. Hydrologist's Report.  
**Amy Bush reported the District is third in queue for the annual water measurements process. Amy stated that she and Angela were attending the GMA2 meeting the following morning to work on DFCs and other Groundwater Management Area requirements.**
17. The Board will schedule the date for the next meeting.  
**The meeting is scheduled for April 18, 2024.**
18. Adjourn  
**Meeting was adjourned at 10:49pm. Brandon Borgstedt made a motion to adjourn and Brad Tunnell seconded the motion.**

  
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President, Richie Tubb

4-22-2024  
Date

  
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Secretary, Brad Tunnell

4/22/2024  
Date