

**REGULAR MEETING**  
**TRAVIS COUNTY WATER CONTROL & IMPROVEMENT DISTRICT #10**  
**BOARD OF DIRECTORS**  
**FEBRUARY 13, 2019**

Members Present:

Paul Barker, President  
Milam Johnson, Vice President  
Harvey Ford, Secretary/Treasurer  
Jon Luce, Director  
Steve Robertson, Director

Others Present:

Carla Glass, General Manager, TCWCID #10  
Louise Winder, TCWCID #10  
Taylor Kolmodin, Municipal Accounts  
Tom Arndt, Dannenbaum Engineering Company  
Mike Morin, Crossroads Utility Services  
Randy Wilburn, Gilbert Wilburn, PLLC  
Helen Gilbert, Gilbert Wilburn, PLLC

**1. MEETING CALLED TO ORDER**

The Regular Meeting of the Travis County W.C& I.D #10 Board of Directors was called to order at 12:04 pm, with a quorum present.

**2. APPROVAL OF MINUTES FROM:**

**(A) REGULAR MEETING OF JANUARY 9, 2019** - MOTION WAS MADE by Director Luce, seconded by Director Robertson to approve the regular minutes as presented for January 9, 2019. The motion passed unanimously.

**3. DISCUSS, CONSIDER, AND TAKE ACTION AS NECESSARY REGARDING THE FOLLOWING ITEMS (GENERAL MANAGER)**

**(A) ELECTRONIC METER PROGRAM** - General Manager Glass informed the Board that the attorneys are reviewing the contracts. Randy Wilburn, with Gilbert Wilburn, PLLC, informed the Board that there are a few provisions that they might remove from the contract.

**(B) ADOPTION OF 2015 UNIFORM PLUMBING CODE** - General Manager Glass recommended that the Board adopt the 2015 Uniform Plumbing Code. MOTION WAS MADE by Director Luce, seconded by Director Robertson to adopt Resolution 2019-02-13.1, which adopts the 2015 Uniform Plumbing Code and rescinds the 2012 Uniform Plumbing Code. The motion passed unanimously

**(C) ADOPTION OF UPDATED STANDARDS AND PROCEDURES** - General Manager Glass informed the Board that the District's Standards & Procedures needed to be updated to reflect the 2015 Uniform Plumbing Code. MOTION WAS MADE by Director Robertson, seconded by President Barker to approve the amended standards and procedures. The motion passed unanimously.

(D) DECLARATION OF SURPLUS PROPERTY: 5450 BEE CAVE ROAD, SUITE 2A, AUSTIN, TX 78746 - General Manager Glass informed the Board that the property was appraised and ready for advertisement of sale. The notice of surplus property will be publically placed in the Westlake Picayune for two consecutive weeks.

4. DISCUSS, CONSIDER, AND TAKE ACTION REGARDING DISTRICT BILLS AND BOOKKEEPER'S REPORT (MUNICIPAL ACCOUNTS)

Taylor Kolmodin, of Municipal Accounts, reviewed the District's financials with the Board. There were no unusual items to address. MOTION WAS MADE by Director Ford, seconded by Director Luce to approve the checks from the Maintenance, Operating and Capital Projects accounts, as presented. The motion passed unanimously.

5. DISCUSS, CONSIDER, AND TAKE ACTION AS NECESSARY REGARDING THE DISTRICT'S CAPITAL PROJECTS, INCLUDING POSSIBLE ACTION ON PAY APPLICATIONS, CHANGE ORDERS, CONTRACTS, AMENDMENTS, AND PROGRESS UPDATES FOR THE FOLLOWING PROJECTS (DANNENBAUM ENGINEERING COMPANY)

(A) BEE CAVE ROAD – The waterline installation portion of the project is almost complete.

(B) PUMP STATION NO. 3 AND STANDBY GENERATOR – No movement.

(C) BUCKEYE TRAIL WATERLINE – Under construction. MOTION WAS MADE by Director Robertson, seconded by Director Ford to approve Pay Application #1 in the amount of \$30,143.00 to Muniz Concrete & Contracting Inc. The motion passed unanimously.

(D) SCADA CONTROL SYSTEM – No movement.

(E) RED BUD TRAIL PUMP STATION – SECOND FEED – The dual feed study completed through the City of Austin has been completed and is waiting approval to proceed. MOTION WAS MADE by Director Robertson, seconded by Director Ford to authorize the project to proceed. The motion passed unanimously.

(F) YAUPON VALLEY WATERLINE – Under construction. MOTION WAS MADE by Director Ford, seconded by Director Robertson to approve Pay Application #1 in the amount of \$42,655.00 to Muniz Concrete & Contracting Inc. The motion passed unanimously.

(G) WILD CAT HOLLOW – The Board has agreed to phase the project in order to advance the construction start time.

(H) ROB ROY PUMP STATION AND HEDGE LANE – The District is still attempting to acquire the final needed easement.

(I) COUSTEAU WATERLINE – No movement.

(J) EANES SCHOOL ROAD – The District will need an easement from Eanes ISD. The School District is currently reviewing the easement language.

(K) MCCONNELL PUMP STATION AND STANDBY GENERATOR - MOTION WAS MADE by Director Ford, seconded by Director Robertson to approve Fourth Amendment/Work Authorization # 1 in the amount of \$6,033.62. The motion passed unanimously.

(L) ST. JOHN NEUMANN - Westlake Shopping Center Connection – No movement.

(M) 5524 BEE CAVE RD. - No movement.

6. DISCUSS, CONSIDER AND TAKE ACTION AS NECESSARY REGARDING WATER SERVICE REQUESTS (GENERAL MANAGER)

(A) LEDGEWAY EAST – Under review.

(B) WEST LAKE COURT BUILDING 5 - 3663 BEE CAVE RD. – Under review

(C) 4609 BEE CAVE RD. - BUILDING III – Under review.

7. DISCUSS, CONSIDER, AND TAKE ACTION AS NECESSARY REGARDING UTILITY OPERATIONS REPORT, INCLUDING POSSIBLE ACTION ON ACCOUNT WRITE-OFFS (CROSSROADS UTILITY SERVICE)

Mike Morin presented and reviewed the monthly management and operations report, noting a 12.98% water loss. There were no other significant items to report. MOTION WAS MADE by Director Ford, seconded by Director Robertson to approve write-offs. The motion passed unanimously.

8. DISCUSS, CONSIDER, AND TAKE ACTION AS NECESSARY REGARDING 18 NOB HILL CIRCLE AND 1412 HARBOR VIEW PLAT (GENERAL MANAGER)

MOTION WAS MADE by Director Ford, seconded by Director Luce to authorize President Barker to execute the plat as presented. The motion passed unanimously.

9. DISCUSS, CONSIDER, AND TAKE ACTION REGARDING THE CITY OF AUSTIN RATE APPEAL (COUNSEL WILBURN)

Randall Wilburn, with Gilbert Wilburn, PLLC, informed the Board that the City of Austin will be filing a request for implementation of new rates with the Public Utility Commission.

10. CUSTOMER SERVICE COMPLAINTS (GENERAL MANAGER)

None to discuss.

11. DISCUSS, CONSIDER, AND TAKE ACTION AS NECESSARY REGARDING ITEMS DISCUSSED DURING EXECUTIVE SESSION

The Board moved in to Executive Session at 1:14pm and adjourned at 1:20pm with no action taken.

The regular meeting was reconvened at 1:21pm with the following actions taking place: MOTION WAS MADE by President Barker, seconded by Director Robertson to instruct Dannenbaum Engineering Company to do additional survey work and tree protection plan on Hedge Lane. The motion passed unanimously.

12. ADJOURNMENT

There being no further business brought before the regular meeting of the Board of Directors, the meeting was adjourned at 1:28 pm.

Respectfully Submitted,

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Harvey L. Ford, Secretary/ Treasurer