

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

Members Present:

Paul Barker, President
Milam Johnson, Vice President
Jon Luce, Director
Steve Robertson, Director

Members Absent:

Harvey Ford, Secretary/Treasurer

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
Daniel McDowell, Able Restoration Services
Todd Gibb, Allan Nutt Architects

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 12:01 pm, with a quorum present.

2. APPROVAL OF MINUTES FROM:

(A) REGULAR MEETING OF FEBRUARY 13, 2019 - MOTION WAS MADE by Director Robertson, seconded by Director Johnson to approve the regular minutes as presented for February 13, 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 contract is under review with the attorney at this time.

(B) STATUS OF SURPLUS PROPERTY: 5450 BEE CAVE ROAD SUITE 2A AUSTIN TX 78746 - General Manager Glass informed the Board that proper notice advising of surplus property was posted in the Westlake Picayune and on site. Offers will be accepted through March 14th.

(C) PRESIDENTIAL DISASTER DECLARATION GRANTED FOR OCTOBER 2018 FLOODS - General Manager Glass informed the Board that she attended the FEMA briefing on the application process for reimbursement of funds, but it was determined that the minimum financial hardship was not met and therefore the District is not eligible to apply.

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

General Manager Glass informed the Board that Municipal Accounting has presented a new contract for bookkeeping services. After review and discussion, MOTION WAS MADE by Director Roberston, seconded by Director Luce to approve the new contract with Municipal Accounts. The motion passed unanimously.

Taylor Kolmodin, of Municipal Accounts, reviewed the District's financials with the Board. There were no unusual items noted. MOTION WAS MADE by Director Robertson, seconded by Director Johnson to approve the checks from the Maintenance, Operating and Capital Projects accounts, as presented. The motion passed unanimously. As previously instructed by the Board, Ms. Kolmodin presented a current CD earnings sheet from the approved financial institution list and investment recommendations. The Board agreed that investing in CD's would be beneficial to the District. MOTION WAS MADE by Director Robertson, seconded by Director Luce to invest in a number of Certificates of Deposits as recommended by Ms. Kolmodin. 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 on Bee Cave Road is complete. The remaining smaller pieces of the project are being scheduled.

(B) PUMP STATION NO. 3 AND STANDBY GENERATOR – The District has received approval from the Texas Commission on Environmental Quality (TCEQ). City of Austin and City of West Lake Hills review and approval will be next. The project is expected to commence winter 2019.

(C) BUCKEYE TRAIL WATERLINE – Under construction.

Tom Arndt, of Dannenbaum Engineering, presented a change order request to include fully paving the road. Water District 10 plans call for paving half the width of the road; the City of West Lake Hills will be paying the cost overage for completing the entire width. MOTION WAS MADE by Director Luce, seconded by Director Robertson to approve Change Order No. 1 in the amount of \$109,065. The motion passed unanimously.

Manager Glass informed the Board that the ramps for the temporary waterline are reported to be impassable in driveways where low profile cars are driven. The contractor has suggested trenching and lowering the line across any driveway that presents a similar issue. MOTION WAS MADE by Director Robertson, seconded by Director Johnson to approve Change Order No. 2, for the lowering of the temporary waterline as needed, in the amount of \$11,231.00. The motion passed unanimously.

(D) SCADA CONTROL SYSTEM – No movement.

(E) RED BUD TRAIL PUMP STATION – SECOND FEED – Austin Energy design team is working on the dual feed design at this time.

(F) YAUPON VALLEY WATERLINE – Under construction.

Tom Arndt, of Dannenbaum Engineering, presented a change order request to include fully paving the public portion of the road. Water District 10 plans call for paving half the width

of the public road; the City of West Lake Hills will be paying the cost coverage for completing the entire width of the public portion. The private portion is currently planned to have half the width paved. MOTION WAS MADE by Director Robertson, seconded by Director Luce to approve Change Order No. 1 in the amount of \$413,362 for paving and tree protection. The motion passed unanimously.

Manager Glass informed the Board that the ramps for the temporary waterline are reported to be impassable in driveways where low profile cars are driven. The contractor has suggested trenching and lowering the line across any driveway that presents a similar issue. MOTION WAS MADE by Director Robertson, seconded by Director Johnson to approve Change Order No. 2 in the amount of \$12,975.44. The motion passed unanimously.

(G) WILD CAT HOLLOW – Phase One is ready to be submitted to the City of Austin. The District is anticipating a summer 2019 bid for this section. Phase two will likely be early 2020.

(H) ROB ROY PUMP STATION AND HEDGE LANE – The Board requested to discuss the project progress in Executive Session under Section 551.072 as allowed by Open Meetings Act, Texas Government Code.

(I) COUSTEAU WATERLINE – No movement. The project will be combined with the Rob Roy Pump Station and Hedge Lane waterline; the District is waiting on an easement from Hedge Lane to proceed.

(J) EANES SCHOOL ROAD – Eanes Independent School District is currently reviewing the easement language for the required easement.

(K) MCCONNELL PUMP STATION AND STANDBY GENERATOR - Dannenbaum Engineering Company should be finalizing plans soon. The District is anticipating starting this summer.

(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 – General Manager Glass informed the Board that informal discussions have taken place, but we are waiting on submittal of the Fixture Unit Analysis and Fire Flow Demands. The review fee deposit has previously been paid.

(B) WEST LAKE COURT BUILDING 5 - 3663 BEE CAVE RD. – Dannenbaum has reviewed the plans and is waiting for comments to be addressed.

(C) 4609 BEE CAVE RD. - BUILDING III – Water District 10 previously approved the waterline during the parking lot phase of the project. The office building construction phase is ready to begin and Dannenbaum has recommended approval. MOTION WAS MADE by Director Robertson, seconded by Director Luce to approve the water service request contingent on ESD9 approval. The motion passed unanimously.

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

(A) TELEMETRY LINES FOR PUMP STATIONS – Manager Glass reported that due to continued equipment failures and unreasonable price increases on the analog lines, it is imperative that we seek an alternate option for communication. Mike Morin, of Crossroads

Utility, presented an option utilizing phone lines and asked for funding to begin the process of switching over. MOTION WAS MADE by Director Luce, seconded by Director Robertson to authorize funding not to exceed \$25,000. The motion passed unanimously.

Mike Morin presented and reviewed the monthly management and operations report, noting a 22% water loss. While the water loss is higher than normal, it is thought to be attributed to the numerous occasions that the Bee Cave Road contractors have hit our waterlines during their construction this past month. There were no other significant items to report.

8. DISCUSS, CONSIDER, AND TAKE ACTION AS NECESSARY REGARDING DISTRICT ATTORNEY REPORT (COUNSEL WILBURN)

(A) AUSTIN RATE APPEAL - 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.

(B) LEGISLATIVE UPDATE - Randy Wilburn, with Gilbert Wilburn, PLLC, informed that Board that there are 2 House Bills that would possibly affect the District. He will be following the bills and provide updates as needed.

9. CUSTOMER SERVICE COMPLAINTS (GENERAL MANAGER)

None to discuss.

EXECUTIVE SESSION

At 12:40, President Barker announced that the Board would meet in Executive Session pursuant to Texas Government Code Section 551.072 to deliberate matters concerning real property, including issues with Hedge Lane.

At 12:57, President Barker reconvened the Board in open session, noting that the Board took no action and took no votes on any items in Executive Session

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

MOTION WAS MADE by President Barker, seconded by Director Robertson to instruct Dannenbaum Engineering Company to complete additional survey work and a tree protection plan on Hedge Lane. The motion passed unanimously.

11. ADJOURNMENT

There being no further business brought before the regular meeting of the Board of Directors, the meeting was adjourned at 12:58 pm.

PASSED, APPROVED, AND ADOPTED this 10th day of April 2019.

(DISTRICT SEAL)

Harvey S. Ford, Secretary