

REGULAR MEETING
TRAVIS COUNTY WATER CONTROL & IMPROVEMENT DISTRICT #10
BOARD OF DIRECTORS
MAY 8, 2019

Members Present:

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

Members Absent:

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
Daniel McDowell, Able Restoration Services

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 12:08 pm, with a quorum present.

2. APPROVAL OF MINUTES FROM:

(A) REGULAR MEETING OF APRIL 10, 2019 - MOTION WAS MADE by Director Ford, seconded by Director Johnson to approve the regular minutes as presented for April 10, 2019. The motion passed unanimously.

(B) SPECIAL MEETING OF APRIL 22, 2019 - MOTION WAS MADE by Director Ford, seconded by Director Johnson to approve the special minutes as presented for April 22, 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 contract is still being reviewed by Dannenbaum Engineering Company and our attorney at this time.

(B) STATUS OF SURPLUS PROPERTY: 5450 BEE CAVE ROAD SUITE 2A AUSTIN TX 78746 - General Manager Glass requested that the Board discuss the item in Executive Session.

(C) 314 EANES - MORATORIUM VIOLATION STATUS - General Manager Glass asked the Board and will schedule a work session. No movement at this time and will contact homeowner.

4. DISCUSS, CONSIDER, AND TAKE ACTION AS NECESSARY 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 noted. MOTION WAS MADE by Director Ford, seconded by Director Johnson 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 – Mr. Arndt presented Change Order No. 27 for the Board's consideration in the amount of \$4,176.72 for 2 flush valves. MOTION WAS MADE by Director Ford, seconded by Director Johnson to approve Change Order No 27. The motion passed unanimously. Dannenbaum discussed the upcoming Westlake Drive Change Order as well. The Change Order number is not available yet. MOTION WAS MADE by Director Ford, seconded by Director Luce to approve the Change Order in the amount of \$321,265 and authorize President Barker to sign once available. The motion passed unanimously.

(B) PUMP STATION NO. 3 AND STANDBY GENERATOR –Mr. Arndt informed the Board that Dannenbaum has submitted the application to the City of West Lake Hills. The project is expected to be bid in September 2019.

(C) BUCKEYE TRAIL WATERLINE – Mr. Arndt presented Pay Application No. 3 to the Board for their approval. MOTION WAS MADE by Director Ford, seconded by Director Luce to approve Pay Application No. 3 in the amount of \$46,610. The motion passed unanimously.

(D) SCADA CONTROL SYSTEM – No movement.

(E) RED BUD TRAIL PUMP STATION – SECOND FEED – Mr. Arndt and General Manager Glass will be meeting with Austin Energy to discuss the cost of installing a second feed.

(F) YAUPON VALLEY WATERLINE –Mr. Arndt presented Pay Application No. 3 to the Board for their approval. MOTION WAS MADE by Director Ford, seconded by Director Luce to approve Pay Application No. 3 in the amount of \$27,933. The motion passed unanimously.

(G) WILD CAT HOLLOW – Mr. Arndt informed the Board that the project is expected to be bid this June. Phase Two is still under design. General Manager Glass informed the Board that the required easement was signed and is being recorded.

(H) ROB ROY PUMP STATION AND HEDGE LANE –Dannenbaum Engineering Company has submitted the plans to the City of Austin.

(I) COUSTEAU WATERLINE – Combined with project (H) Rob Roy Pump Station and Hedge Lane.

(J) EANES SCHOOL ROAD – Mr. Arndt presented the project bid recommendation to the Board. MOTION WAS MADE by Director Ford, seconded by Director Johnson to award the contract to Prota Construction in the amount of \$977,752. The motion passed unanimously.

(K) MCCONNELL PUMP STATION AND STANDBY GENERATOR – Mr. Arndt presented a 5th Amendment to Work Authorization No. 1, Project 3 in the amount of \$28,887 to the Board for their approval for the retaining wall. MOTION WAS MADE by Director Ford, seconded by Director Johnson to approve the 5th Amendment. 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 – The customer has submitted a Review Fee deposit, but the District has not received formal plans.

(B) OLD OLIVER RANCH SUBDIVISION - The project plans are under review.

(C) THE ADDIE - LOOP 360 MULTIFAMILY - The project has not yet been submitted to the District for review.

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 – Mike Morin with Crossroads Utility Services is still waiting on AT&T to install the 3rd phone line and they have received most the equipment.

Mr. Morin presented and reviewed the monthly management and operations report, noting a 12.84% water loss. While the water loss percentage is high, the loss is likely attributed to construction work going on throughout the District. There were no other significant items to report.

Mike Morin addressed District accounts that remain uncollectable and requested the Board move to send them to collections. MOTION WAS MADE by Director Ford, seconded by Director Johnson to approve the write-off's as presented. The motion passed unanimously.

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 has submitted a rate charge to the PUC and it is under review. Mr. Wilburn will be filing a motion in the next few weeks on behalf of the four Districts.

(B) LEGISLATIVE UPDATE – Mr. Wilburn informed that Board that most bills that will impact the District haven't gone forward, and that the Tax Bill does not impact the District.

9. CUSTOMER SERVICE COMPLAINTS (GENERAL MANAGER)

General Manager Glass presented information to the Board regarding the account at 4814 Bee Cave Road. The long time customer experienced dramatic usage for a one month period. The property is vacant and the existing structure has no plumbing fixtures. Property does not have prior monthly usage. The unexplained water loss is possibly related to contractor work on Bee Cave Road. General Manager Glass suggested the Board waive the usage and any relating penalties. The Base fee will remain due to the service being active. MOTION WAS MADE by Director Ford, seconded by Director Johnson accept and proceed with General Manager Glass's recommendation. The motion passed unanimously.

EXECUTIVE SESSION

At 12:48 pm, General Manager Glass announced that the Board would adjourn to Executive Session pursuant to Texas Government Code Section 551.071, 551.072 or 551.074 to deliberate matters concerning real property.

At 12:55 pm, General Manager Glass 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

STATUS OF SURPLUS PROPERTY - General Manager Glass was instructed to move forward with exploring options for minor remodel of office.

11. ADJOURNMENT

There being no further business brought before the regular meeting of the Board of Directors, the meeting was adjourned at 12:56 pm.

PASSED, APPROVED, AND ADOPTED this 12th day of June 2019.

Harvey S. Ford, Secretary
Paul E. Barker, President

(DISTRICT SEAL)