

REGULAR MEETING
TRAVIS COUNTY WATER CONTROL & IMPROVEMENT DISTRICT #10
BOARD OF DIRECTORS
SEPTEMBER 11, 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
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 12:03 pm, with a quorum present.

General Manager Glass opened the floor for public comment regarding the proposed tax rate. After no comments being made, MOTION WAS MADE by Director Robertson, seconded by Director Luce to close the Public Hearing. The motion passed unanimously.

2. APPROVAL OF MINUTES FROM:

(A) REGULAR MEETING OF AUGUST 14, 2019 - MOTION WAS MADE by Director Robertson, seconded by Director Ford to approve the regular minutes as presented for August 14, 2019. The motion passed unanimously.

(B) SPECIAL MEETING OF AUGUST 22, 2019 - MOTION WAS MADE by Director Ford, seconded by Director Robertson to approve the special minutes as presented for August 22, 2019. The motion passed unanimously.

3. DISCUSS, CONSIDER, AND TAKE ACTION REGARDING ANNUAL REVIEW OF DISTRICT REGISTRATION FORM (GENERAL MANAGER)

General Manager Glass informed the Board that the District Registration Form has been updated and filed with TCEQ per annual requirement.

4. DISCUSS, CONSIDER, AND TAKE ACTION REGARDING A RESOLUTION AFFIRMING THE DISTRICT'S INVESTMENT POLICY (GENERAL MANAGER)

The Board reviewed the Investment Policy as presented with the updated approved banks list. MOTION WAS MADE by Director Johnson, seconded by Director Robertson to

approve Resolution No. 2019-09-11.4 adopting the District's Investment Policy,. The motion passed unanimously.

5. DISCUSS, CONSIDER, AND TAKE ACTION REGARDING THE 2020 BUDGET (GENERAL MANAGER)

(A) EXECUTION OF THE RESOLUTION ADOPTING THE BUDGET

Manager Glass presented the 2019-2020 proposed budget for discussion. After an in-depth discussion, MOTION WAS MADE by Director Ford, seconded by Director Robertson to approve and adopt the budget as presented, and execute Resolution No. 2019-09-11.1. The motion passed unanimously.

6. DISCUSS, CONSIDER, AND TAKE ACTION AS NECESSARY REGARDING THE ADOPTION OF THE 2019 RETAIL WATER RATE

(A) EXECUTION OF THE ORDER ADOPTING THE 2019 RETAIL WATER RATE – MOTION WAS MADE by Director Ford, seconded by Director Robertson to approve and adopt the rates presented in Appendix B and execute Order No. 2018-09-11.2 adopting District water rates. The motion passed unanimously.

7. DISCUSS, CONSIDER, AND TAKE ACTION AS NECESSARY REGARDING ADOPTION OF THE 2019 TAX RATE

(A) EXECUTION OF THE ORDER ADOPTING THE 2019 RETAIL TAX RATE - MOTION WAS MADE by Director Ford, seconded by Director Luce to adopt Resolution No. 2019-9-11.3 and approve an M&O tax rate of .0296 and a debt service rate of .0564, for a combined tax rate of .0860. The motion passed unanimously.

(B) EXECUTION OF NOTICE TO PURCHASER - MOTION WAS MADE by Director Robertson, seconded by Director Ford to execute the updated Notice to Purchaser. The motion passed unanimously. The Document will be recorded with Travis County.

8. 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 Robertson to approve the checks from the Maintenance, Operating and Capital Projects accounts, as presented. The motion passed unanimously.

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

(A) RATE ORDER – The final draft is under review internally at this time and is expected to be presented to the Board for approval within 60 days.

(B) ELECTRONIC METER PROGRAM – The contractor has started the installation process and should conclude in January 2020.

10. 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 – Under construction, TxDot anticipates completion late October 2019.
- (B) PUMP STATION NO. 3 AND STANDBY GENERATOR – Plans are under review at this time.
- (C) BUCKEYE TRAIL WATERLINE – Paving has been completed. General Manager Glass presented a customer complaint regarding scratches on the resident’s car from driving next to bushes while road was under construction. The Board agreed to offer to pay for a car wash, wax, and buff. Pay Application No. 6 was presented in the amount of \$49,600.24. MOTION WAS MADE by Director Luce, seconded by Director Robertson to approve the checks made payable to both Techline, the piping supplier, and Muniz Concrete & Contracting Inc. The motion passed unanimously.
- (D) SCADA CONTROL SYSTEM – The AT&T phone lines are in and the McConnell and Riske Pumps are communicating.
- (E) RED BUD TRAIL PUMP STATION – SECOND FEED – Under design.
- (F) YAUPON VALLEY WATERLINE – The paving of the private portion of Yaupon Valley Road is complete. Construction is ongoing along the public portion. Pay Application No. 7 was presented in the amount of \$101,712.14. MOTION WAS MADE by Director Luce, seconded by Director Robertson to approve Pay Application No. 7. The motion passed unanimously.
- (G) WILD CAT HOLLOW – Dannenbaum requested formal signature on the construction plans and recommended the contract be awarded to Prota Construction. MOTION WAS MADE by Director Ford, seconded by Director Luce, to approve the plans as presented. The motion passed unanimously. MOTION WAS MADE by Director Robertson, seconded by Director Ford to award the contract to Prota, Inc.. The motion passed unanimously. MOTION WAS MADE by Director Ford, seconded by Director Johnson to award the contract for inspection services to Able Restoration Services. The motion passed unanimously.
- (H) ROB ROY PUMP STATION AND HEDGE LANE – Site plans will be submitted to Austin Water Utility by then end of this week.
- (I) COUSTEAU WATERLINE – Combined with project (H) Rob Roy Pump Station and Hedge Lane.
- (J) EANES SCHOOL ROAD – The Camp Craft road portion is completed, the contractor is has begun potholing on Eanes School Road for utilities. Pay Application No. 2 was presented in the amount of \$187,112.73. MOTION WAS MADE by Director Robertson, seconded by Director Ford, to approve Pay Application No. 2. The motion passed unanimously.
- (K) MCCONNELL PUMP STATION AND STANDBY GENERATOR – Dannenbaum anticipates bidding this project before the end of the year.
- (L) ST. JOHN NEUMANN - Westlake Shopping Center Connection – No movement.
- (M) 5524 BEE CAVE RD. - No movement.

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

- (A) LEDGEWAY EAST – This project has District 10 approvals and is under construction.
- (B) OLD OLIVER RANCH SUBDIVISION – No movement pending completion of the Eanes School Road waterline project.
- (C) THE ADDIE - LOOP 360 MULTIFAMILY – Dannenbaum has not received the final plans for this project, a new easement is needed, and the number of units have been reduced.
- (D) 6420 BEE CAVE ROAD - Dannenbaum has not received any details from the contractor, so this project has no movement.

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

Mr. Morin presented and reviewed the monthly management and operations report, noting a 20.9% water loss, which is higher than typical for District 10. He reported that there were 8 significant water leaks in the area during this time period.

Mr. Morin addressed District accounts that remain uncollectable and requested the Board move to send them to collections. MOTION WAS MADE by Director Robertson, seconded by Director Johnson to approve write-off's as presented. The motion passed unanimously. Crossroads is currently collecting 40 water samples for lead and copper testing as required by TCEQ.

13. DISCUSS, CONSIDER, AND TAKE ACTION AS NECESSARY REGARDING ANNEXATION REQUESTS (GENERAL MANAGER GLASS)

- (A) Trail of Madrones - 4.42 Acres - Mary Lovey Wood - No movement.

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

(A) AUSTIN RATE APPEAL - Mr. Wilburn informed the Board that a hearing is scheduled for the first week of December.

(B) LEGISLATIVE UPDATE – Information on SB2 was provided to the Board and Mr. Wilburn is completing a review to see how and if it affects the District.

15. CUSTOMER SERVICE COMPLAINTS (GENERAL MANAGER)

No action taken.

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

No action taken.

15. ADJOURNMENT

There being no further business brought before the regular meeting of the Board of Directors, the meeting was adjourned at 1:26 pm.

PASSED, APPROVED, AND ADOPTED this _____ day of _____ **2019.**

Harvey S. Ford, Secretary

(DISTRICT SEAL)