

**REGULAR MEETING**  
**TRAVIS COUNTY WATER CONTROL & IMPROVEMENT DISTRICT #10**  
**BOARD OF DIRECTORS**  
**OCTOBER 9, 2019**

Members Present:

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

Members Absent:

Paul Barker, President

Others Present:

Carla Glass, General Manager, TCWCID #10  
Louise Winder, TCWCID #10  
Mark Burton, 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 12:00 pm, with a quorum present.

**2. APPROVAL OF MINUTES FROM:**

(A) REGULAR MEETING OF SEPTEMBER 11, 2019 - MOTION WAS MADE by Director Ford, seconded by Director Robertson to approve the regular minutes as presented for September 11, 2019. The motion passed unanimously.

**3. DISCUSS, CONSIDER, AND TAKE ACTION AS NECESSARY REGARDING DISTRICT BILLS AND BOOKKEEPER'S REPORT (MUNICIPAL ACCOUNTS)**

Mark Burton, 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.

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

(A) RATE ORDER – The rough draft is complete, the layout and organization of the document is being conducted at this time.

(B) ELECTRONIC METER PROGRAM – The contractor has started the installation process and should conclude in January 2020. MOTION WAS MADE by Director Ford,

seconded by Director Robertson to approve Pay Application No. 2 in the amount of \$44,692.16 to Atlas Utility Supply Company. The motion passed unanimously.

(C) 314 EANES SCHOOL ROAD - MORATORIUM VIOLATION - This issue is pending completion of the water line.

(D) FACILITY NAMING IN HONOR OF PAUL WAKEFIELD AND CLIF DRUMMOND - The Board will discuss next month when all of the Board Members are present.

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 project is in the clean up phase and should be complete by end of October.

(B) PUMP STATION NO. 3 AND STANDBY GENERATOR – Dannenbaum is meeting with Austin Energy but plans are complete.

(C) BUCKEYE TRAIL WATERLINE – The contractor has completed waterline installation down the hillside and will work on the final stretch along with clean up efforts over the next few weeks. Pay Application No. 8 was presented in the amount of \$184,296.59. MOTION WAS MADE by Director Ford, 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 – Crossroads is currently working to tie in between Red Bud Trail to McConnell, and estimates it will take their electrician about 2 weeks to complete.

(E) RED BUD TRAIL PUMP STATION – SECOND FEED – Under design.

(F) YAUPON VALLEY WATERLINE – This project is in the clean up phase. General Manager Glass is meeting with the HOA President of the private road portion regarding possible addition of seal coating. Pay Application No. 8 was presented in the amount of \$116,035.44. MOTION WAS MADE by Director Ford, seconded by Director Robertson to approve Pay Application No. 8. The motion passed unanimously.

(G) WILD CAT HOLLOW – The contractor is expected to begin phase 1 work around October 21<sup>st</sup>.

(H) ROB ROY PUMP STATION AND HEDGE LANE – Dannenbaum has received comments from the City of Austin and will meet with General Manager Glass to set up a meeting with the HOA for Rob Roy, which will need to occur at least one month before they bid.

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

(J) EANES SCHOOL ROAD – General Manager Glass said the City of West Lake Hills confirms they will contribute funds towards paving. Manager Glass contacted the County about paving for the area outside the city limits and is waiting on a response. Pay Application No. 3 was presented in the amount of \$82,350.00. MOTION WAS MADE by Director Ford, seconded by Director Robertson, to approve Pay Application No. 3. The motion passed unanimously.

(K) MCCONNELL PUMP STATION AND STANDBY GENERATOR – Dannenbaum is finalizing the plans and should be ready to bid the week of October 28th.

(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 – 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 and no funding or agreement has been signed. General Manager Glass will reach back out to them.

(C) THE ADDIE - LOOP 360 MULTIFAMILY – Dannenbaum has received the final plans for this project, and should have a letter for the Board to review next month.

(D) 6420 BEE CAVE ROAD - Dannenbaum will have a conference call with them on Friday. They will still have to build a pump station for this project.

Old Stonehedge - General Manager Glass will reach back out to the City of West Lake Hills regarding paving questions.

7. 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 18.45% water loss, and attributes it to the construction projects in the District. The Board discussed how to calculate water loss from the construction projects with the inspector, Mr. McDowell. Mr. Morin will get a quote for leak detection and present to the Board for their consideration.

Mr. 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 Robertson to approve write-off's as presented. The motion passed unanimously.

8. 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.

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

(A) AUSTIN RATE APPEAL - Mr. Wilburn informed the Board that he has filed a motion for sanctions against the City of Austin and asked that the judges postpone the hearing because we cannot put together our testimony if they have not answered our questions. Mr. Wilburn informed the Board that our rate consultant is working on testimony in regards to our rate analysis, and that he is looking for an engineer to testify on the prudence of City of Austin building Plant Number Four.

(B) LEGISLATIVE UPDATE – Mr. Wilburn informed the Board that is nothing to report.

10. CUSTOMER SERVICE COMPLAINTS (GENERAL MANAGER)

Customer asked the Board to grant a leak allowance adjustment to the customer at 5007 Rollingwood. MOTION WAS MADE by Director Robertson, seconded by Director Ford to approve the variance and grant a leak allowance adjustment the the customer's account. The motion passed unanimously.

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

No action taken.

12. ADJOURNMENT

There being no further business brought before the regular meeting of the Board of Directors, the meeting was adjourned at 1:00 pm.

**PASSED, APPROVED, AND ADOPTED this \_\_\_\_\_ day of \_\_\_\_\_ 2019.**

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Harvey S. Ford, Secretary

(DISTRICT SEAL)