

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

Members Present:

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

Members Absent:

Milam Johnson, Vice 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
Helen Gilbert, Gilbert Wilburn, PLLC
Daniel McDowell, Able Restoration Services
Joel Canfield, Elephant Funding, for 6420 Bee Cave Road project
Travis Robinson, Optimized Engineering, for 6420 Bee Cave Road project
Greg Sanchez, homeowner at 512 Konstanty

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 OCTOBER 9, 2019 - MOTION WAS MADE by Director Robertson, seconded by Director Ford to approve the regular minutes as presented for October 9, 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 Robertson, seconded by Director Ford 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 – General Manager Glass presented a draft to the Board to take under review. Discussion will be held at the December meeting.

(B) ELECTRONIC METER PROGRAM – The installation of the electronic meters is approximately 25% complete and is on track to conclude January 2020.

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

(D) 512 KONSTANTY - MORATORIUM VARIANCE REQUEST - Homeowner Greg Sanchez addressed the Board to request a variance from the Moratorium. The construction project does have a minor plumbing fixture count increase, but the size of the home will decrease. MOTION WAS MADE by Director Robertson, seconded by Director Ford to allow a variance for this address. The motion passed unanimously.

(E) 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 – General Manager Glass informed the Board that the project is complete, but it will take a number of months in order to receive the remaining funds from the advance funding.

(B) PUMP STATION NO. 3 AND STANDBY GENERATOR – Austin Energy is reviewing the plans and will likely require an increase in the transformer size.

(C) BUCKEYE TRAIL WATERLINE – Dannenbaum is designing an adjusted layout for the line and will likely have a change order next month for the work. Pay Application No. 9 was presented in the amount of \$46,130.36. MOTION WAS MADE by Director Ford, seconded by Director Robertson to approve the check made payable to Muniz Concrete & Contracting Inc. The motion passed unanimously.

(D) SCADA CONTROL SYSTEM – Crossroads informed the Board the communication system is in place at the pump stations. Manager Glass has terminated the telemetry lines, which should reduce the cost to the District by over \$10,000 monthly.

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

(F) YAUPON VALLEY WATERLINE – The project is still under construction with minor punch list items remaining. Pay Application No. 9 was presented in the amount of \$147,715.45. MOTION WAS MADE by Director Ford, seconded by Director Robertson to approve Pay Application No. 9 to Muniz Concrete & Contracting Inc. The motion passed unanimously.

(G) WILD CAT HOLLOW – Prota Construction has commenced construction on Phase 1. General Manager Glass informed the Board that a homeowner on Harbor View requested that her side of Harbor View be included in the project due to low pressure issues. Dannenbaum recommended the small diameter existing waterline be replaced and presented an amendment to include the section on Harbor View for Phase 2. MOTION WAS MADE to by Director Ford, seconded by Director Robertson to approve the Second Amendment to Work Authorization No. 11 in the amount of \$43,582.00. The motion passed unanimously. Pay Application No. 1 was presented in the amount of \$23,123.00. MOTION WAS MADE by Director Ford, seconded by Director Robertson to approve

Pay Application No. 1 to Prota Construction Inc. The motion passed unanimously. General Manager Glass informed the Board TxDot has agreed to temporarily allow the District to use ROW on Capital of Texas Highway as a staging area.

(H) ROB ROY PUMP STATION AND HEDGE LANE – Dannenbaum is addressing comments from the City of Austin. General Manager Glass informed representatives from the Rob Roy HOA that the District is on schedule to bid the project in January, award the contract at the February Board Meeting, will meet with the residents and HOA the 3rd week of February, and that the contractor will start March 1st.

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

(J) EANES SCHOOL ROAD – The project is under construction and has completed the majority of the work. The County will request approval to contribute to paving at the December Commissioners Court. Pay Application No. 4 was presented in the amount of \$184,254.00 to Prota Construction Inc. MOTION WAS MADE by Director Ford, seconded by Director Robertson, to approve Pay Application No. 4 to Prota Construction Inc. The motion passed unanimously.

(K) MCCONNELL PUMP STATION AND STANDBY GENERATOR – Dannenbaum is finalizing the plans to submit the City of West Lake Hills. General Manager Glass discussed the contract with Texas Gas Company. Dannenbaum informed the Board that it will cost around \$4,400 to do the construction for the gas line. MOTION WAS MADE by Director Ford, seconded by Director Robertson to approve the contract with Texas Gas Company. 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 – This project has District 10 approvals and is under construction.

(B) OLD OLIVER RANCH SUBDIVISION – This project is on hold until the Eanes waterline project is complete.

(C) THE ADDIE - LOOP 360 MULTIFAMILY – The District is waiting to receive a required easement.

(D) 6420 BEE CAVE ROAD - Mr. Canfield and Mr. Robinson addressed the Board requesting to consider alternative options for water service requirements. The Board directed General Manager Glass and President Barker to approve this project subject to Dannenbaum's recommendation.

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 water gain of 14.03%. Mr. Morin reported back to the Board that the leak detection service would charge \$25,000 dollars and recommends we wait until all of the electronic meters have been installed prior to considering undertaking any leak detection.

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

General Manager Glass informed the Board that the homeowner at 801 Cedar Park asking is for a leak allowance prior to making repair of the leak in the irrigation system, which is not in line with District policy. The customer address is under construction due to fire damage and has confirmed that once complete he will make repairs to the irrigation line before use. MOTION WAS MADE by Director Luce, seconded by Director Ford to approve a leak allowance adjustment based on the average use for the customer at 801 Cedar Park. 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 – The Certified copy of the Resolution approving annexation from the City of Austin has been received. The District is working to provide Ms. Wood with the fees and forms required to proceed with the formal request before the Board.

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

(A) AUSTIN RATE APPEAL - Ms. Gilbert informed the Board that there is a testimony hearing before the PUC regarding Water Treatment Plant Number Four. She also stated that we will have direction from the PUC after the hearing but that the December 4th hearing may be delayed based on the direction from the PUC.

(B) LEGISLATIVE UPDATE – Ms. Gilbert informed the Board that there are not items to report.

10. CUSTOMER SERVICE COMPLAINTS (GENERAL MANAGER)

None.

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 1:48 pm.

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

Harvey S. Ford, Secretary

(DISTRICT SEAL)