

**REGULAR MEETING
TRAVIS COUNTY WATER CONTROL & IMPROVEMENT DISTRICT #10
BOARD OF DIRECTORS
JANUARY 15, 2020**

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
Rafael Beckmann, Dannenbaum Engineering Co.
Randy Wilburn, Gilbert Wilburn, PLLC
Daniel McDowell, Able Restoration Services
Jimmy Romell, Maxwell Locke & Ritter LLP

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 DECEMBER 11, 2019 - General Manager Glass noted one correction to be made regarding the annexation portion to state that Director Robertson requested to be recused, not was required to be recused, from the motion. MOTION WAS MADE by Director Ford, seconded by Director Luce to approve the regular minutes after the correction was made for December 11, 2019. The motion passed unanimously.

3. DISCUSS, CONSIDER, AND TAKE ACTION AS NECESSARY REGARDING DISTRICT AUDIT (MAXWELL LOCKE & RITTER LLP)

Jimmy Romell, of Maxwell Locke & Ritter LLP, presented the Auditor's Report for the Year Ended September 30, 2019. MOTION WAS MADE by Director Ford, seconded by Director Robertson to accept and adopt the audit as presented. The motion passed unanimously.

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 FOLLOWING ITEMS (GENERAL MANAGER)

General Manager Glass informed the Board that she has received another annexation request and is looking for direction from the Board on how to proceed. After discussion, General Manager Glass will inform that Customer that they may apply for annexation but that we will review on a case by case basis.

(A) ELECTRONIC METER PROGRAM – General Manager Glass informed the Board that the project is 63% complete. Dannenbaum Engineering presented Pay Application No. 5 in the amount of \$36,866.28. MOTION WAS MADE by Director Ford, seconded by the Director Robertson to approve Pay Application No. 5 to Atlas Utility Supply Company as presented. The motion passed unanimously.

(B) 314 EANES SCHOOL ROAD - MORATORIUM VIOLATION - General Manager Glass informed the Board that this item will be discussed at the February meeting.

6. 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 construction is complete. General Manager Glass informed the Board that we are waiting on the refund of the remaining balance of the monies deposited with the Advance Funding Agreement with TxDot.

(B) PUMP STATION NO. 3 AND STANDBY GENERATOR – Dannenbaum is advertising for bids and expects to award the project in March 2020.

(C) BUCKEYE TRAIL WATERLINE – The waterline is complete and they are working on punch list items. Pay Application No. 11 was presented in the amount of \$47,057.55. MOTION WAS MADE by Director Ford, seconded by Director Robertson to approve the Pay Application No. 11 made payable to Muniz Concrete & Contracting Inc. The motion passed unanimously.

(D) SCADA CONTROL SYSTEM – Dannenbaum is still working with Hartunian Engineering on the electrical design.

(E) RED BUD TRAIL PUMP STATION – SECOND FEED – Under design by Hartunian Engineering and Austin Energy.

(F) YAUPON VALLEY WATERLINE – Dannenbaum informed the Board that the final walk through for this project has been completed.

(G) WILD CAT HOLLOW – Dannenbaum informed the Board that Phase One of this project is under construction and Phase Two is under design. Pay Application No. 3 was presented in the amount of \$79,951.33. MOTION WAS MADE to by Director Ford, seconded by Director Robertson to approve Pay Application No. 3 to Protta Construction Inc. The motion passed unanimously.

(H) ROB ROY PUMP STATION AND HEDGE LANE – Dannenbaum informed the Board that there are electrical easements needed by Austin Energy. They will notify the Rob Roy HOA that this will cause a several month delay of the project.

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

(J) EANES SCHOOL ROAD – Dannenbaum informed the Board that the project is complete except for clean-up. General Manager Glass informed the Board that there is an issue with the quality of the paving and that the inspector, Dan Able, is checking on it but there have been delays because of the weather. Pay Application No. 6 was presented in the amount of \$95,856. MOTION WAS MADE by Director Ford, seconded by Director Robertson, to approve Pay Application No. 6 to Prota Construction Inc. The motion passed unanimously.

(K) MCCONNELL PUMP STATION AND STANDBY GENERATOR – Dannenbaum informed the Board that they are trying to get a final permit from the City of West Lake Hills and estimate that they will award the contract in April or May 2020.

(L) ST. JOHN NEUMANN - Westlake Shopping Center Connection – No movement.

(M) 5524 BEE CAVE RD. - No movement.

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

(A) LEDGEWAY EAST – General Manager Glass informed the Board that they haven't gotten their meter yet but they do not need any more approvals.

(B) OLD OLIVER RANCH SUBDIVISION – General Manager Glass informed the Board that they are still waiting on the fire flow reports that will be done in a few weeks.

(C) THE ADDIE - LOOP 360 MULTIFAMILY – No movement.

(D) 6420 BEE CAVE ROAD - Dannenbaum informed the Board that they made comments and are waiting on them to correct the plans.

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

General Manager Glass presented and reviewed the monthly management and operations report in Mr. Morin's absence, noting a water gain of 2.85%. General Manager Glass 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.

(A) BLUEFIN MERCHANT APPLICATION – No movement.

(B) T TECH, LLC SERVICE AGREEMENT – No movement.

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

(A) AUSTIN RATE APPEAL - Mr. Wilburn reminded the Board that the City of Austin filed a request to withdraw their application from the Public Utility Commission.

(B) LEGISLATIVE UPDATE – Mr. Wilburn informed the Board that there are no items to report.

10. CUSTOMER SERVICE COMPLAINTS (GENERAL MANAGER)

Armstrong Community Music School is requesting reimbursement for expenses and lost tuition after the waterline project caused their fire alarm to go off on multiple occasions, resulting in a large bill from their fire system vendor as well as lost tuition. The District installed a PRV to correct the problem. After a brief discussion, General Manager Glass

will request that someone from the school, someone from the vendor, and someone from Crossroads to explain why Firetrol logged so many hours on their invoice.

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 1:25 pm.

PASSED, APPROVED, AND ADOPTED this _____ day of _____ 2020.

Harvey L. Ford, Secretary

(DISTRICT SEAL)