

**REGULAR MEETING
TRAVIS COUNTY WATER CONTROL & IMPROVEMENT DISTRICT #10
BOARD OF DIRECTORS
DECEMBER 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
Mary Lovey Wood, customer re: annexation on Trail of Madrones

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 DECEMBER 11, 2019 - MOTION WAS MADE** by Director Ford, seconded by Director Robertson to approve the regular minutes as presented for December 11, 2019. The motion passed unanimously.

3. 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 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 opened up questions or comments to the Board members regarding the Rate Order. There being none, **MOTION WAS MADE** by Director Ford, seconded by Director Luce to adopt the Rate Order No.2019-12-11 as presented. The motion passed unanimously.

(B) **ELECTRONIC METER PROGRAM** – . Dannenbaum Engineering presented Change Order No. 1 in the amount of \$1,156 to purchase adapters for the 3/4 inch meters.

MOTION WAS MADE by Director Ford, seconded by the Director Robertson to approve Change Order No. 1 as presented. The motion passed unanimously. Dannenbaum Engineering presented Pay Application No. 3 in the amount of \$142,835.92 and Pay Application No. 4 in the amount of \$56,110.44 to Atlas Utility Supply Company. MOTION WAS MADE by Director Robertson, seconded by Director Ford to approve the Pay Application No. 3 and Pay Application No. 4 as presented. The motion passed unanimously.

(C) 314 EANES SCHOOL ROAD - MORATORIUM VIOLATION - This issue is still pending discussion after completion of the District 10 water line installation project on Eanes School Road.

(D) FACILITY NAMING IN HONOR OF PAUL WAKEFIELD AND CLIF DRUMMOND - After a brief discussion, MOTION WAS MADE by Director Robertson, seconded by Director Ford to re-name Pump Station No. 1 the Paul Wakefield Pump Station. The motion passed unanimously. MOTION WAS MADE by Director Ford, seconded by Director Luce to name Pump Station No. 3 the Clif W Drummond Pump Station. The motion passed unanimously.

(E) VEPO, LLC - ENVIROTRAX SERVICE AGREEMENT – The District seeks to move to an online reporting system for the annual backflow report submittal. MOTION WAS MADE by Director Ford, seconded by Director Luce to approve the Envirotrax Service Agreement with Vepo 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 – The construction is complete. Dannenbaum is working on as-builts, reimbursement of excess funds may take some time as TxDot works to close the project out.

(B) PUMP STATION NO. 3 AND STANDBY GENERATOR – Plans are complete and bidding will be let in the coming 30-60 days. Dannenbaum recommended a competitive sealed proposal to weigh multiple factors between contractors, they are working with the Board Attorney, Mr. Wilburn, on the documents.

(C) BUCKEYE TRAIL WATERLINE – The project completion is expected to be January 2020. Change Order No. 3 was presented in the amount of \$172,332.73. MOTION WAS MADE by Director Ford, seconded by Director Robertson to approve Change Order No. 3 as presented. The motion passed unanimously. Pay Application No. 10 was presented in the amount of \$22,455.20. 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 – No movement.

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

(F) YAUPON VALLEY WATERLINE – Dannenbaum presented Change Order No. 4 in the amount of \$15,480 for striping. MOTION WAS MADE by Director Ford, seconded by Director Luce, to approve the Change Order as presented. The motion passed unanimously. Dannenbaum also presented Pay Application No. 10 in the amount of

\$54,453.86. MOTION WAS MADE by Director Ford, seconded by Director Robertson to approve Pay Application No. 10 to Muniz Concrete & Contracting Inc. The motion passed unanimously.

(G) WILD CAT HOLLOW – Phase One of this project is under construction. Dannenbaum presented Pay Application No. 2 in the amount of \$63,893.08. MOTION WAS MADE to by Director Ford, seconded by Director Luce to approve Pay Application No. 2 to Prota Construction Inc. The motion passed unanimously.

(H) ROB ROY PUMP STATION AND HEDGE LANE – Dannenbaum is addressing comments from the City of Austin.

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

(J) EANES SCHOOL ROAD – The project is expected to be complete January 2020. Pay Application No. 5 was presented in the amount of \$172,764.32 to Prota Construction Inc. MOTION WAS MADE by Director Ford, seconded by Director Luce, to approve Pay Application No. 5 to Prota Construction Inc. The motion passed unanimously.

(K) MCCONNELL PUMP STATION AND STANDBY GENERATOR – No movement.

(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 waterline installation is complete.

(B) OLD OLIVER RANCH SUBDIVISION – No movement.

(C) THE ADDIE - LOOP 360 MULTIFAMILY – This project is under review at the City of Austin, additionally, revisions have been sent to Dannenbaum Engineering for review.

(D) 6420 BEE CAVE ROAD - Dannenbaum made comments and is waiting on them to correct the plans. General Manager Glass reminded that we are waiting on recommendation for water service from Dannenbaum.

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 loss of 1.06%.

(A) BLUEFIN MERCHANT APPLICATION – No movement.

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

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

(A) TRAIL OF MADRONES - 4.42 Acres - Mary Lovey Wood – General Counsel Wilburn confirmed that the annexation documents for this property request are in order. General Manager Glass informed the Board that Director Robertson requested to be recused from the matter. MOTION WAS MADE by Director Ford, seconded by Director Johnson to approve the annexation. The motion passed unanimously.

General Manager Glass reminded Ms. Wood that the property will be subject to the District moratorium and must request water service approval to receive service.

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

(A) AUSTIN RATE APPEAL - Mr. Wilburn updated the Board with the hearing schedule.

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

10. CUSTOMER SERVICE COMPLAINTS (GENERAL MANAGER)

Customer Don Harris at 5007 Rollingwood asked for a third leak allowance because his landscaping company hit his line and caused another leak. The request was denied.

A commercial customer requested a leak allowance and presented proof that they had the leak repaired, but it was back in June. Mike Morin asked for approval for the leak allowance. MOTION WAS MADE by Director Ford, seconded by Director Robertson to approve the leak allowance. The motion passed unanimously.

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

12. 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 _____ 2020.

Harvey L. Ford, Secretary

(DISTRICT SEAL)