

**REGULAR MEETING
TRAVIS COUNTY WATER CONTROL & IMPROVEMENT DISTRICT #10
BOARD OF DIRECTORS
FEBRUARY 12, 2020**

Members Present:

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

Others Present:

Carla Orts, General Manager, TCWCID #10
Louise Winder, TCWCID #10
Taylor Kolmodin, Municipal Accounts
Tom Arndt, Dannenbaum Engineering Co.
Randy Wilburn, Gilbert Wilburn, PLLC
Daniel McDowell, Able Restoration Services
Mike Morin, Crossroads Utility Services
Jorge Villarreal, Crossroads Utility Services
Mike Watts, Firetrol
Michael Scholz, Firetrol
Ron Brooks, Firetrol
Dr. Rachel McInturff, Armstrong Community Music School
Daniel Heyl, Heyl Homes

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 12:06 pm, with a quorum present.

2. APPROVAL OF MINUTES FROM:

(A) REGULAR MEETING OF JANUARY 15, 2020 - MOTION WAS MADE by Director Robertson, seconded by Director Luce to approve the regular minutes as presented for January 15, 2020. 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 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) ELECTRONIC METER PROGRAM – General Manager Orts informed the Board that the contractor has about 200 meters left to install, which are mostly commercial accounts. Dannenbaum Engineering presented Pay Application No. 6 in the amount of \$2,197.76. MOTION WAS MADE by Director Ford, seconded by the Director Robertson to approve Pay Application No. 6 to Atlas Utility Supply Company as presented. The motion passed unanimously.

(B) 314 EANES SCHOOL ROAD - MORATORIUM VIOLATION - There is adequate fire flow at this location after the new waterline was installed. This item will be removed from the agenda.

(C) ARMSTRONG MUSIC SCHOOL - REIMBURSEMENT REQUEST FOR FIRETROL INVOICES - After a brief discussion, MOTION WAS MADE by Director Ford, seconded by Director Robertson to approve reimbursement of expenses that the Armstrong Music School incurred as a result of the waterline installation on Eanes School Road. The motion passed unanimously.

(D) GENERAL MANAGER EXPENSE AUTHORIZATION LEVEL - General Manager Orts continues to have up to a \$10,000 authorization level and will additionally have a secondary authorization level available from \$10,000 to \$25,000. The secondary authorization level shall require consultation with a Board Member. MOTION WAS MADE by Director Ford, seconded by Director Robertson to authorize the secondary level. 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 – Dannenbaum is submitting as built to the City of Austin to update the waterline location files.

(B) DRUMMOND PUMP STATION AND STANDBY GENERATOR – The project is advertising for bids in February and will award a contract at the March 11th meeting.

(C) BUCKEYE TRAIL WATERLINE – The waterline installation is complete. The contractor is working on punch list items. The project should be complete within the month. Pay Application No. 12 was presented in the amount of \$56,855.18. MOTION WAS MADE by Director Robertson, seconded by Director Ford to approve the Pay Application No. 12 made payable to Muniz Concrete & Contracting Inc. The motion passed unanimously.

(D) SCADA CONTROL SYSTEM – No movement.

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

(F) YAUPON VALLEY WATERLINE – Dannenbaum presented Pay Application No. 11 in the amount of \$2,926.00. MOTION WAS MADE by Director Ford, seconded by Director Luce to approve Pay Application No. 11 to Muniz Concrete & Contracting Inc. The motion passed unanimously.

(G) WILD CAT HOLLOW –Phase One of this project is under construction and Phase Two is under design. Pay Application No. 4 was presented in the amount of \$129,820.90. MOTION WAS MADE to by Director Ford, seconded by Director Robertson to approve Pay Application No. 4 to Prota Construction Inc. The motion passed unanimously.

(H) ROB ROY PUMP STATION AND HEDGE LANE – Two property owners are in discussions with the District regarding securing an easement needed by Austin Energy.

(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.

(K) MCCONNELL PUMP STATION AND STANDBY GENERATOR – The project is waiting on City of West Lake Hills permit and will advertise for bids once the permit is received.

(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) OLD OLIVER RANCH SUBDIVISION – General Manager Orts informed the Board that Dannenbaum is recommending approval of water service. MOTION WAS MADE by Director Ford, seconded by Director Luce to approve water service for this project. The motion passed unanimously.

(B) THE ADDIE - LOOP 360 MULTIFAMILY – The plans are approved and work is expected to start in March or April of 2020. Able Restoration Services will inspect on behalf of the District.

(C) 6420 BEE CAVE ROAD - Per the November 13, 2019 meeting, the Board of Directors granted water service approval contingent on approval by Dannenbaum Engineering. At this time, Dannenbaum Engineering has submitted a letter of approval for the project. The required easement must be submitted to the District prior to the coversheet being signed.

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

Mike Morin with Crossroads Utility Services presented and reviewed the monthly management and operations report, noting a water loss of 8.34%. No write-offs were presented.

(A) BLUEFIN MERCHANT APPLICATION – No movement.

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

(C) FACILITIES MAINTENANCE -

SPILLER LANE - Jorge Villarreal with Crossroads Utility Services explained to the Board that they would like to pick a location and run design parameters to address the low water pressure issues on Spiller Lane. General Manager Glass informed the Board that she would like to move forward as soon as Crossroads addresses the issue. The Board authorized the maintenance item to proceed.

PRV VAULT ON RIDGECREST - Mr. Villarreal informed the Board that the PRV failed and needs to be replaced. Additionally, the vault needs to be upgraded to a traditional vault because the entry is too narrow for crew to work. MOTION WAS MADE by Director Ford, seconded by Director Luce to authorize and install two (2) new isolation valves and to upgrade the vault with an approval amount not to exceed \$26,000. The motion passed unanimously.

WAKEFIELD PUMP STATION - Mr. Villarreal discussed ongoing maintenance needs of the Wakefield Pump Station. General Manager Orts asked for approval of the maintenance needs and additionally requested design of a new vault to allow for more reasonable crew access. MOTION WAS MADE by Director Ford, seconded by Director Luce to authorize Crossroads Utility Services, Dannenbaum Engineering and Fluid Meter Services to proceed as discussed.

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

(A) Daniel Heyl - 3.32 acres - 5129 Buckman Mountain Rd. - The Board advised Mr. Heyl to return to the March 11th meeting to allow Dannenbaum Engineering time to complete the interior boundary water connection survey as requested by the Board.

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

(A) AUSTIN RATE APPEAL - Mr. Wilburn informed the Board that he will be working with the City of Austin on the renewal contract.

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

10. CUSTOMER SERVICE COMPLAINTS (GENERAL MANAGER)

No action taken.

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 1:50 pm.

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

Harvey L. Ford, Secretary

(DISTRICT SEAL)