

**REGULAR MEETING
TRAVIS COUNTY WATER CONTROL & IMPROVEMENT DISTRICT #10
BOARD OF DIRECTORS
MAY 13, 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
Mike Morin, Crossroads Utility 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 12:03 pm, with a quorum present.

2. APPROVAL OF MINUTES FROM:

(A) REGULAR MEETING OF APRIL 15, 2020 - MOTION WAS MADE by Director Robertson, seconded by Director Ford to approve the regular minutes as presented for April 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. MOTION WAS MADE by Director Ford, seconded by Director Robertson to approve the Bookkeeper's Report, as presented. The motion passed unanimously.

4. 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) DRUMMOND PUMP STATION – Dannenbaum Engineering presented the Eighth Amendment for Engineering Services increasing the Work Authorization amount to

\$542,951.30 which includes electrical engineering, a difference of \$150,000 because it was originally quoted from 2015 and costs have increased since then. MOTION WAS MADE by Director Ford, seconded Director Robertson to approve Work Authorization No. 5 as presented. The motion passed unanimously. A contract for inspection services and for Daniel McDowell with Able Restoration Services to serve as project superintendent was presented. MOTION WAS MADE by Director Robertson, seconded by Director Ford to approve the contract with Able Restoration Services as presented. The motion passed unanimously.

(B) WILD CAT HOLLOW - Phase One is complete, and they are addressing the city's comments for Phase Two. Dannebaum Engineering presented Pay Application No. 7 in the amount of \$255,411.73 to Prota Construction, Inc. MOTION WAS MADE by Director Ford, seconded by Director Robertson to approve Pay Application No. 7. The motion passed unanimously.

(C) ROB ROY PUMP STATION & HEDGE LANE - Dannebaum Engineering presented Second Amendment for Engineering Services to Work Authorization No. 14 in the amount of \$106,922.38 which is about \$50,000 over the original budget. MOTION WAS MADE by Director Ford, seconded by Director Robertson to approve the Second Amendment for Engineering Services to Work Authorization No. 14 as presented. The motion passed unanimously. CD&P is working to obtain electrical easements needed by Austin Energy in order to proceed.

(D) MCCONNELL PUMP STATION & STANDBY GENERATOR - Dannenbaum Engineering informed the Board that the pre-bid meeting was held on May 12, 2020.

5. 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 16.92%. No write-offs were presented.

Mr. Morin informed that Board that customer at 1200 Falcon Ledge Drive asked for us to look at his high-water usage. After a brief discussion, MOTION WAS MADE by Director Ford, seconded by Director Robertson to bill the usage in question at the wholesale rate. The motion passed unanimously.

(A) ELECTRONIC METER PROGRAM - Atlas Utility Services is requesting payment on delayed pay applications that were incorrectly submitted by their staff. Dannenbaum Engineering presented Pay Application No. 7 in the amount of \$285,411.73, Pay Application No. 9 in the amount of \$40,375.45 and Pay Application No. 11 in the amount of \$55,714.87. MOTION WAS MADE by Director Ford, seconded by Director Robertson to approve Pay Application No. 7, Pay Application No. 9, and Pay Application No. 11 as presented. The motion passed unanimously. Dannenbaum Engineering presented Change Order No. 8 in the amount of \$52,649.52 for additional meters and parts. MOTION WAS MADE by Director Robertson, seconded by Director Ford to approve Change Order No. 8 as presented. The motion passed unanimously.

6. CUSTOMER SERVICE COMPLAINTS (GENERAL MANAGER)

General Manager Orts informed the Board that the Property Manager at 3423 Bee Cave Road asked for flexible payments for April, May and June to spread evenly throughout the rest of the year due to his tenants not being able to pay rent during the COVID 19 pandemic. MOTION WAS MADE by Director Ford, seconded by Director Robertson to Approve the payment terms as presented. The motion passed unanimously.

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

No action taken.

8. ADJOURNMENT

There being no further business brought before the regular meeting of the Board of Directors, the meeting was adjourned at 12:35 pm.

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

Harvey L. Ford, Secretary

(DISTRICT SEAL)