

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

Members Present:

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

Members Absent:

Milam Johnson, Vice President

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 MAY 13, 2020 - MOTION WAS MADE by Director Ford, seconded by Director Robertson to approve the regular minutes as presented for May 13, 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 Luce to approve the Bookkeeper's Report, as presented. The motion passed unanimously.

4. DISCUSS, CONSIDER, AND TAKE ACTION REGARDING SHEETS AND CROSSFIELD AGREEMENT (GENERAL MANAGER)

General Manager Orts presented an updated Attorney/Client Engagement Agreement with the law firm Sheets & Crossfield, PLLC and noted that this was the first increase since 2015, their rates increased by \$50 per hour. MOTION WAS MADE by Director

Ford, seconded by Director Luce, to accept the agreement 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) DRUMMOND PUMP STATION – The site is now under construction. General Manager Orts reminded the Board that a groundbreaking ceremony will take place on June 22nd, 2020 at 1:30 pm for the Drummond Pump Station and the Wakefield Pump Station.

(B) WILD CAT HOLLOW - The final walk-through for Phase One has been completed. Phase Two has received approval from the City and will go out for bid soon. Dannebaum Engineering presented Pay Application No. 8 in the amount of \$68,056 to Prota Construction, Inc. MOTION WAS MADE by Director Robertson, seconded by Director Luce to approve Pay Application No. 8 as presented. The motion passed unanimously.

(C) ROB ROY PUMP STATION & HEDGE LANE – An alternative route for the electrical easement has been identified and surveyed. The surveying documents should be available within the next couple of weeks. Dannenbaum will work on updating the changes with Austin Energy.

(D) MCCONNELL PUMP STATION & STANDBY GENERATOR - The bid opening for this project is scheduled for June 18th, 2020.

6. 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 17.93%. After a brief discussion regarding the elevated loss, MOTION WAS MADE by Director Ford, seconded by Director Robertson to hire JBS Water to perform leak detection services on one-half of the District in an amount not to exceed \$30,000. The motion passed unanimously. Director Luce also requested Crossroads to have Fluid Meter Service calibrate the City of Austin pass thru meter if possible. MOTION WAS MADE by Director Ford, seconded by Director Luce to authorize Crossroads to proceed as noted. The motion passed unanimously. No write-offs were presented.

Mr. Morin informed the Board that a customer recently received a leak allowance but was dissatisfied with the maximum two month consideration per policy guidelines. The customer believes the leak was present for approximately one year and requested the leak allowance to be extended further. After a brief discussion, MOTION WAS MADE by Director Ford, seconded by Director Robertson to deny the request. The motion passed unanimously.

(A) ELECTRONIC METER PROGRAM - No action taken.

7. CUSTOMER SERVICE COMPLAINTS (GENERAL MANAGER)

No action taken.

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

No action taken.

9. ADJOURNMENT

There being no further business brought before the regular meeting of the Board of Directors, the meeting was adjourned at 12:50 pm.

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

Harvey L. Ford, Secretary

(DISTRICT SEAL)