

**REGULAR MEETING
TRAVIS COUNTY WATER CONTROL & IMPROVEMENT DISTRICT #10
BOARD OF DIRECTORS
JULY 8, 2020**

Members Present:

Paul Barker, President
Jon Luce, Director
Buster McCall, Director
Steve Robertson, Director

Members Absent:

Milam Johnson, Vice President

Others Present:

Carla Orts, General Manager, TCWCID #10
Louise Winder, TCWCID #10
Randy Wilburn, Gilbert Wilburn, PLLC
Taylor Kolmodin, Municipal Accounts
Tom Arndt, Dannenbaum Engineering Co.
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 12:02 pm, with a quorum present.

2. DISCUSS, CONSIDER, AND TAKE ACTION REGARDING ELECTION OF OFFICERS FOR THE WATER DISTRICT 10 BOARD OF DIRECTORS (GENERAL MANAGER)

Counsel Wilburn addressed the requirement to elect officers and asked for nominations for the positions of President, Vice-President and Secretary. Ultimately, Paul Barker was nominated and voted President, Milam Johnson was nominated and voted Vice-President, Jon Luce was nominated and voted Secretary.

3. APPROVAL OF MINUTES FROM:

(A) REGULAR MEETING OF JUNE 10, 2020 - MOTION WAS MADE by Director Robertson, seconded by Director Luce to approve the regular minutes as presented for June 10, 2020. The motion passed unanimously.

(B) SPECIAL MEETING OF JUNE 29, 2020 - MOTION WAS MADE by Director Robertson, seconded by Director Luce to approve the special minutes as presented for June 29, 2020. 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 Robertson, seconded by Director Luce to approve the checks from the Maintenance, Operating and Capital Projects accounts, as presented. The motion passed unanimously. MOTION WAS MADE by Director Luce, seconded by Director Robertson to approve the Bookkeeper's Report, as presented. The motion passed unanimously.

5. DISCUSS, CONSIDER, AND TAKE ACTION REGARDING ELECTION SERVICES AGREEMENT WITH TRAVIS COUNTY (GENERAL MANAGER)

General Manager Orts presented an agreement between Travis County and WCID 10 authorizing the County to conduct elections for the District. MOTION WAS MADE BY Director Robertson, seconded by Director Luce, to authorize the President to execute the agreement as presented. The motion passed unanimously.

6. DISCUSS, CONSIDER, AND TAKE ACTION REGARDING NEW EQUIPMENT ADOPTION ORDER (GENERAL MANAGER)

Afeter a brief discussion, MOTION WAS MADE by Director Robertson, seconded by Director Luce to enter the new equipment adoption order. The motion passed unanimously.

7. DISCUSS, CONSIDER, AND TAKE ACTION REGARDING RESIDENTIAL FIRE FLOW REQUIREMENT ORDER (GENERAL MANAGER)

General Manager Orts informed the Board that she, Randy Wilburn and the subcommittee recently met to discuss terms of the new order. Staff is currently working on preparing a draft for review by the subcommitte and should be available for presentation to the Board at the August meeting.

8. DISCUSS, CONSIDER, AND TAKE ACTION REGARDING CUSTOMER REQUEST FOR FIRE HYDRANT INSTALLATION ON THE PRIVATE PORTION OF SPILLER LANE (GENERAL MANAGER)

General Manager Orts reported to the Board that a customer currently on well water on the private portion of Spiller Lane has requested the District to install a fire hydrant and waterline down the private portion of the road that would benefit three residents currently on well. The Board took the matter under advisement.

9. 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. Dannenabum Engineering presented Pay Application No. 1 in the amount of \$455,000.21 to Prota Construction, Inc. MOTION WAS MADE by Director Luce, seconded by Director Robertson to approve Pay Application No. 1 as presented. The motion passed unanimously.
 (B) WILD CAT HOLLOW - Dannebaum Engineering informed the Board that they are working on the estimate to bid for Phase Two.

(C) ROB ROY PUMP STATION & HEDGE LANE – Dannenbaum Engineering is working on the electrical easement for Austin Energy.

(D) MCCONNELL PUMP STATION & STANDBY GENERATOR - Dannenbaum Engineering presented a Bid Summary to the Board and recommended awarding the contract to MGC Contractors. MOTION WAS MADE by Director Robertson, seconded by Director Luce to award the contract to MGC Contractors. The motion passed unanimously. Dannenbaum Engineering presented a Seventh Amendment to Work Authorization No. 1 for McConnell Pump Station in the amount of \$706,136.93 which includes mostly electrical work and noted that the costs were already anticipated in the budget. MOTION WAS MADE by Director Luce, seconded by Director Robertson to approve the Seventh Amendment to Work Authorization No. 1 for McConnell Pump Station. The motion passed unanimously. Dannenbaum Engineering presented a quote from Austin Energy for the transformer to feed McConnell Pump Station in the amount of \$52,494.19. MOTION WAS MADE by Director Robertson, seconded by Director Luce to approve the quote from Austin Energy. The motion passed unanimously. Dannenbaum Engineering will finish the design and will let us know about any other requirements.

10. 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 12.78%. No write-offs were presented.

(A) SPILLER LANE PRESSURE ISSUES AND UPDATE ON PROGRESS – Crossroads Utility is in the process of ordering the hydroneumatic package system to alleviate pressure problems.

(B) LEAK DETECTION SURVEY STATUS - Mr. Morin informed the Board that the leak detection service is expected to start at the end of July 2020, JBS Leak Detection will send a weekly status report so that Crossroads can repair leaks immediately. Mr. Morin informed the Board that he is waiting to hear back from the City of Austin for permission to calibrate their meters. The Board requested that Mr. Morin update General Manager Orts so she can update the Board members on the progress of the survey.

(C) 112 BLUFF PARK CIRCLE REQUEST FOR WATER USE FORGIVENESS - Mr. Morin informed the Board that the customer at 112 Bluff Park Circle recently received a leak allowance but was dissatisfied with the amount of his bill even after the adjustment was made per policy guidelines. The customer asked for more of an adjustment to his bill. After a brief discussion, MOTION WAS MADE by Director Luce, seconded by Director Robertson to make an additional adjustment to the customer's account. The motion passed unanimously.

11. CUSTOMER SERVICE COMPLAINTS (GENERAL MANAGER)

No action taken.

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

No action taken.

13. ADJOURNMENT

There being no further business brought before the regular meeting of the Board of Directors, the meeting was adjourned at 1:10 pm.

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

(DISTRICT SEAL)