

**REGULAR MEETING
TRAVIS COUNTY WATER CONTROL & IMPROVEMENT DISTRICT #10
BOARD OF DIRECTORS
MARCH 11, 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
John Schuler, Time Insurance
Gary Hampton, Keystone Construction
Josh Scoville, Keystone Construction
Austin Adkins, Keystone Construction

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. APPROVAL OF MINUTES FROM:

(A) REGULAR MEETING OF FEBRUARY 12, 2020 - MOTION WAS MADE by Director Robertson, seconded by Director Ford to approve the regular minutes as presented for February 12, 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 Robertson, seconded by Director Johnson 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 Ford to approve the Bookkeeper's Report, 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 is 99.2% complete. Dannenbaum Engineering presented Change Order No. 5 in the amount of \$2,752.37 and Pay Application No. 8 in the amount of \$967.09. MOTION WAS MADE by Director Ford, seconded by the Director Robertson to approve Change Order No. 5 and Pay Application No. 8 to Atlas Utility Supply Company, as presented. The motion passed unanimously.

(B) 711 WINDSONG - MORATORIUM VARIANCE REQUEST - After a brief discussion, MOTION WAS MADE by Director Ford, seconded by Director Robertson to deny the moratorium variance request. 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 Engineering is working on the as built.

(B) DRUMMOND PUMP STATION AND STANDBY GENERATOR – Gary Hampton, Keystone Construction, appeared before the Board and asked the Board to ignore the ranking and award Keystone the bid for the project. Dannenbaum Engineering provided the Board with their letter of recommendation to award the project to Prota Construction. This project was advertised giving notice that the contractor would be selected based on categories with a point value system: Price and Contract time (50); Approach to Project (15); Experience and Past Performance of Offeror (15); and Experience and Qualifications of Key Personnel (20). Tom Arndt with Dannenbaum explained that Prota Construction was within 1% of the lowest bidder and upon evaluation of the publicly stated categories and point value system they were ranked number 1, closely followed by MGC Contractors who were within 4% of the lowest bidder and finally Keystone Construction was the lowest bidder but finished 3rd overall. John Schuler spoke to the Board as a resident of the community and gave testimony of his friendship with Mr. Hampton and offered personal reference on his behalf. Austin Adkins also spoke before the Board to introduce himself as the proposed Project Manager for the project from the Keystone Construction team and discussed why he thought Keystone should be awarded the project. Gary Hampton spoke at length to the Board, and the Board thanked him for his remarks and took his comments in to consideration. Having legal questions the Board requested to adjourn to executive session pursuant to Section 551.071 of the Texas Government Code. *(section continued in these minutes after item 11.)*

(C) BUCKEYE TRAIL WATERLINE – Final walk through was completed yesterday. Pay Application No. 13 was presented in the amount of \$22,263.00. MOTION WAS MADE by Director Ford, seconded by Director Robertson to approve the Pay Application No. 13 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.

(F) YAUPON VALLEY WATERLINE – Dannenbaum presented Pay Application No. 12 in the amount of \$48,764.32. MOTION WAS MADE by Director Ford, seconded by

Director Robertson to approve Pay Application No. 12 to Muniz Concrete & Contracting Inc. on condition of receiving the warranty bond and affidavit of all bills paid. The motion passed unanimously. General Manager Orts noted that this item will be removed from the agenda.

(G) WILD CAT HOLLOW – The installation of the waterline of phase one should be complete by the end of the month. Phase two design should be completed by the end of the month. Pay Application No. 5 was presented in the amount of \$218,261.70. MOTION WAS MADE to by Director Ford, seconded by Director Robertson to approve Pay Application No. 5 to Protta Construction Inc. The motion passed unanimously.

(H) ROB ROY PUMP STATION AND HEDGE LANE –Right of Entry for the two properties on Cousteau Lane has been received, the electrical survey will be conducted next week.

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

(J) EANES SCHOOL ROAD – Dannenbaum Engineering presented Change Order No. 1 in the amount of \$44,742.00 for extra paving and additional six (6) dual water services and a small duct. MOTION WAS MADE by Director Robertson, seconded by Director Johnson to approve Change Order No. 1 to Protta Construction Inc. The motion passed unanimously. Dannenbaum presented Pay Application No. 7 in the amount of \$50,316.00 and Pay Application No. 8 in the amount of \$51,125.00. MOTION WAS MADE by Director Ford, seconded by Director Robertson to approve Pay Application No. 7 and Pay Application No. 8 to Protta Construction Inc. The motion passed unanimously. This project is complete and will be removed from agenda.

(K) MCCONNELL PUMP STATION AND STANDBY GENERATOR – President Barker signed the cover sheet for the project. The pre-bid meeting for this project was held this morning. Due to an upcoming conference, Tom Arndt requested the Board Meeting be moved to April 16, 2020 to assist in the project timeline. The Board agreed with this date change for the meeting.

(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 – Dannenbaum informed the Board that the taps have been installed. General Manager Orts noted that this item will be removed from the agenda.

(B) THE ADDIE - LOOP 360 MULTIFAMILY – General Manager Orts informed the Board that they are still trying to get an easement.

(C) 6420 BEE CAVE ROAD - Dannenbaum informed the Board they the project representatives are still trying to get a permit from the City of Austin.

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 14.38%. No write-offs were presented.

(A) 56 PASCAL LANE - 2ND LEAK ALLOWANCE REQUEST - General Manager Orts informed the Board that the customer received a leak allowance last summer for two months usage. Immediately after the leak allowance approval the customer experienced two additional months of water loss related to a leak. MOTION WAS MADE by Director Ford, seconded by Director Luce to allow for a variance and grant a second leak allowance adjustment for the customer at 56 Pascal Lane. The motion passed unanimously.

(B) BLUEFIN MERCHANT APPLICATION – No movement.

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

(D) FACILITIES MAINTENANCE - No movement.

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

Dannenbaum Engineering provided the Board with a completed study related to possible future connections within the existing boundary and water service availability. MOTION WAS MADE by Director Robertson, seconded by Director Ford to accept the study from Dannenbaum Engineering and use it as a tool during consideration of future annexation requests. The motion passed unanimously.

(A) Daniel Heyl - 3.32 acres - 5129 Buckman Mountain Rd. - General Manager Orts informed the Board that this item will be removed from the Agenda.

(B) Lower Camelot Water Supply Customers - General Manager Orts informed the Board that 100% of the residents voted in favor of being annexed into the District. At this time Lower Camelot Water Supply customers are asking for approval to proceed forward with the annexation process. MOTION WAS MADE by Director Ford, seconded by Director Robertson to authorize Lower Camelot Water Supply customers to proceed on to the City of Austin for their consent of annexation and to authorize the District to begin preparing the application to file with the Public Utility Commission to transfer the CCN. The motion passed unanimously.

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 meeting tomorrow 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

President Barker announced that the Board would move into Executive Session pursuant to Section 551.071 of the Texas Government Code to receive advise from legal counsel at 1:35 pm. At 2:21 pm, President Barker reconvened the Board in regular session announcing that the Board took no action.

5.(B) continued. MOTION WAS MADE by Director Ford, seconded by Director Johnson to accept Dannenbaum Engineering's recommendation and award the contract to Prota Construction Inc. to construct the Drummond Pump Station and standby generator. The motion passed unanimously.

12. ADJOURNMENT

There being no further business brought before the regular meeting of the Board of Directors, the meeting was adjourned at 2:23 pm.

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

Harvey L. Ford, Secretary

(DISTRICT SEAL)