

**REGULAR MEETING
TRAVIS COUNTY WATER CONTROL & IMPROVEMENT DISTRICT #10
BOARD OF DIRECTORS
AUGUST 11, 2021**

Members Present:

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

Members Absent:

Greg Reynolds, Director

Others Present:

Carla Orts, General Manager, TCWCID #10
Louise Winder, TCWCID #10
Taylor Kolmodin, Municipal Accounts
Tom Arndt, Dannenbaum Engineering Co.
Randall Wilburn, Gilbert Wilburn, PLLC
Mike Morin, Crossroads Utility Services
Daniel McDowell, Able Restoration 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 12:07 pm, with a quorum present.

2. ALL CONSENT AGENDA ITEMS LISTED ARE CONSIDERED TO BE ROUTINE BY THE BOARD OF DIRECTORS AND WILL BE ENACTED BY ONE (1) MOTION. NO SEPARATE DISCUSSION OR ACTION ON ANY OF THE ITEMS IS NECESSARY UNLESS DESIRED BY A BOARD MEMBER (GENERAL MANAGER)

(A) Approval of Minutes From:

(i) Regular Meeting July 14, 2021

(B) Discuss, Consider, and Take Action Regarding District Bills and Bookkeeper's Report (Municipal Accounts)

(C) Discuss, Consider, and Take Action as Necessary Regarding Utility Operations Report, Including Possible Action on Account Write-Offs (Crossroads Utility Services)

MOTION WAS MADE by Director Robertson, seconded by Director Luce to approve the consent agenda items. The motion passed unanimously.

3. DISCUSS, CONSIDER, AND TAKE ACTION AS NECESSARY REGARDING CREDIT CARD FEES AND CHECK FEES

General Manager Orts informed the Board that the District emergency period for covering credit card and ach payment fees for customers paying online or over the phone has ended. The Board was presented with documentation showing what the monthly cost to the District had been over the past year and a half. Manager Orts asked the Board if they would like to alter the credit card and ach policy and continue covering the costs for the service for the customers. After a brief discussion, MOTION WAS MADE by Director McCall, seconded by President Barker to reinstate credit card and check fees to the customers choosing to pay over the phone or online. The motion passed unanimously.

4. DISCUSS, CONSIDER, AND TAKE ACTION AS NECESSARY REGARDING DRAFT BUDGET, WATER RATE, AND TAX REVENUE (GENERAL MANAGER)

Taylor Kolmoldin, with Municipal Accounts, presented the draft budget for review. The Board of Directors were generally accepting of the information as provided and took it under review for final presentation at the September meeting.

5. DISCUSS, CONSIDER, AND TAKE ACTION AS NECESSARY REGARDING THE PROPOSED TAX RATE AND SCHEDULING OF THE PUBLIC HEARING (GENERAL MANAGER)

General Manager Orts presented the proposed tax rate to the Board of Directors for their review, noting that the total tax rate will drop from .0840 to .0773. The Board was in agreeance of the rates and calculations as presented and agreed to proceed with required publishing. MOTION WAS MADE by Director Robertson, seconded by President Barker to authorize General Manager Orts to publish the proposed tax rate and schedule the public hearing for September 8, 2021. The motion passed unanimously.

6. DISCUSS, CONSIDER, AND TAKE ACTION AS NECESSARY REGARDING MAXWELL LOCKE & RITTER PROPOSAL FOR AUDIT SERVICES (GENERAL MANAGER)

A proposed contract for audit services was presented on behalf of Maxwell Locke and Ritter, noting a slight increase from \$20,000 to \$20,500. MOTION WAS MADE by Director Luce, seconded by Director McCall to accept the proposal for audit services with Maxwell Locke & Ritter. The motion passed unanimously.

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

(A) LOWER CAMELOT – Board Attorney Randall Wilburn is working on researching public records involving the county road, noting that it is a slow process.

8. 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 – Tom Arndt with Dannenbaum Engineering informed the Board that the generator has arrived on site, noting that it is not ready for use yet. Mr. Arndt presented Pay Application No. 14 in the amount of \$275,241.60 to Prota

Construction, Inc. MOTION WAS MADE by Director Luce, seconded by Director Robertson to approve Pay Application No. 14 as presented. The motion passed unanimously.

(B) WILD CAT HOLLOW – PHASE II - Mr. Arndt presented Pay Application No. 4 in the amount of \$208,648.70 to QA Construction. MOTION WAS MADE by Director Luce, seconded by President Barker to approve Pay Application No. 4 as presented. The motion passed unanimously.

(C) ROB ROY PUMP STATION & HEDGE LANE – Mr. Arndt informed the Board that Austin Energy said they would have the electrical design by the end of this month.

(D) MCCONNELL PUMP STATION & STANDBY GENERATOR – Mr. Arndt informed the Board that the crew poured the slab for the electrical building today. Dannenbaum Engineering presented Pay Application No. 11 in the amount of \$208,430 to MGC Contractors, Inc. MOTION WAS MADE by President Barker, seconded by Director Robertson to approve Pay Application No. 11 as presented. The motion passed unanimously.

(E) WAKEFIELD PUMP STATION - Mr. Arndt sent plans to Texas Gas.

9. DISCUSS, CONSIDER, AND TAKE ACTION AS NECESSARY REGARDING DANNENBAUM ENGINEERING PREPAREDNESS STUDY OF PRESSURE MONITORS, CELL BASED HYDRANT MONITORING, AND MCCONNELL PUMP STATION BACK-UP OPTIONS (GENERAL MANAGER)

The feasibility study continues to have modification and office staff is working with the District's engineer to work through details. It is anticipated this item will be for discussion in late fall.

10. CUSTOMER SERVICE COMPLAINTS (GENERAL MANAGER)

No action taken.

11. DISCUSS, CONSIDER, AND TAKE ACTION AS NECESSARY REGARDING CITY OF AUSTIN CONTRACT RENEWAL (RANDALL WILBURN)

Mr. Wilburn informed the Board that contract negotiations are ongoing and the monthly meetings have picked up productivity.

12. DISCUSS, CONSIDER, AND TAKE ACTION AS NECESSARY REGARDING EMPLOYEE EVALUATIONS (PRESIDENT BARKER)

(A) SALARIES - The Board carried out employee evaluations regarding salaries and will instruct Municipal Accounts to implement the changes effective October 1, 2021.

(B) PERFORMANCE BONUSES - No action taken.

(C) IRA PLANS - The Board carried out employee evaluations regarding retirement contributions and will instruct Municipal Accounts to implement the changes effective October 1, 2021.

The Board moved into Executive Session at 12:38 pm.

The Board reconvened into Regular Session at 12:50 pm, with no action taken.

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

No action taken.

14. ADJOURNMENT

There being no further business brought before the regular meeting of the Board of Directors, the meeting was adjourned at 12:55 pm.

Respectfully Submitted

Jon Luce, Secretary/Treasurer