

**REGULAR MEETING
TRAVIS COUNTY WATER CONTROL & IMPROVEMENT DISTRICT #10
BOARD OF DIRECTORS
July 12, 2023**

Members Present:

Paul Barker, President
Buster McCall, Vice President
Jon Luce, Secretary/Treasurer
Greg Reynolds, Director
Pamela Reed, Director

Members Absent:

None

Others Present:

Carla Orts, General Manager, TCWCID #10
Daniel McDowell, TCWCID #10
Louise Winder, TCWCID #10
Tom Arndt, DEC
Randall Wilburn, The Carlton Law Firm
Mike Morin, Crossroads Utility Services
Don Childs, Sheets & Crossfield
Miguel Guillen, 8907 Bee Cave Rd.

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 12:00 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 June 14, 2023

(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 Reed, seconded by Director McCall to approve the consent agenda items. The motion passed unanimously.

3. DISCUSS, CONSIDER, AND TAKE ACTION AS NECESSARY REGARDING EMERGENCY SERVICES DISTRICT 9 FUTURE POTENTIAL PROPERTY SERVICE DISCUSSION (GENERAL MANAGER) – No movement.

4. DISCUSS, CONSIDER, AND TAKE ACTION AS NECESSARY REGARDING MAXWELL LOCKE & RITTER AUDIT PROPOSAL (GENERAL MANAGER) – General Manager Orts presented the audit proposal from Maxwell Locke & Ritter, noting that there would be \$500 increase from the previous year, and recommends approval. MOTION WAS MADE by Director Luce, seconded by Director Reed to accept and approve the audit proposal as presented. The motion passed unanimously.

5. DISCUSS, CONSIDER, AND TAKE ACTION AS NECESSARY REGARDING CAPITAL PROJECT PLANNING (GENERAL MANAGER)

(A) WAKEFIELD PUMP STATION IMPROVEMENTS – Pump 4 is back in service. The District will send remaining three pumps for maintenance when the weather is cooler. Crossroads reported that 3 pumps locked out recently, which was caused by a pressure issue. Crossroads is looking into a monitoring device.

(B) MCCONNELL PUMP STATION – NEW TANK – This item will be discussed in Executive Session. No action taken. Director Luce urged the District to ensure all options have been considered before proceeding. He stressed that the placement of the tank could visually impact many residents and the District needs to complete full due diligence on the most ideal location for function and visual impact. The surveyor is set to arrive next week.

6. DISCUSS, CONSIDER, AND TAKE ACTION AS NECESSARY REGARDING PROPOSED FIRE PROTECTION SUPPLEMENT AT WD10 FACILITIES (GENERAL MANAGER) – No movement.

7. DISCUSS, CONSIDER, AND TAKE ACTION AS NECESSARY REGARDING EMERGENCY WEATHER PREPAREDNESS (GENERAL MANAGER)

(A) CONTINUED RENTAL OF DIESEL GENERATOR AND DIESEL FIRED PUMP UNTIL IMPROVEMENTS ARE COMPLETE – McConnell PS, Drummond PS, Wakefield PS, Riske PS are all protected. Crossroads is currently preparing Cousteau PS.

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

(A) LOWER CAMELOT – The District is waiting on final PUC approval.

(B) 8907 BEE CAVE ROAD – Customer Miguel Guillen is requesting approval to annex into the District. Customer currently has 5 small existing commercial office space type units and is planning on adding around 2 or 3 more, none of which will require a lot of water. The Customer is aware that fire sprinklers will be required and will be adding a water tank if necessary. District Attorney Wilburn stated that the customer would be responsible for upgrading the water lines if needed. General Manager Orts recommended that the customer provide information to DEC engineers to review before going through the annexation process. MOTION WAS MADE by Director McCall, seconded by Director Luce for the customer to begin the annexation process with the City of Austin. The motion passed unanimously.

9. DISCUSS, CONSIDER, AND TAKE ACTION AS NECESSARY REGARDING PLAT REQUESTS (GENERAL MANAGER)

(A) AMENDING PLAT LOTS 1&2 BLOCK A LINDSEY'S SUBDIVISION AND LOT 3 BLOCK A LINDSEY'S SUBDIVISION (6 BASIN LEDGE) – This plat is still under review at the City of West Lake Hills and is not ready for the District's review at this time.

10. 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 (DEC)

(A) DRUMMOND PUMP STATION – The pump station is online. Crossroads and DEC are working to test station and tweak minor issues.

(B) ROB ROY PUMP STATION & HEDGE LANE – General Manager Orts noted the project is nearing completion, just waiting on re-vegetation to take hold. Mr. Arndt presented Pay Application No. 7 in the amount of \$189,545.43 to Blackrock Construction. MOTION WAS MADE by President Barker, seconded by Director Reed to approve Pay Application No. 7 as presented. The motion passed unanimously.

(C) MCCONNELL PUMP STATION & STANDBY GENERATOR – General Manager Orts informed the Board that all of the VFD's have arrived. Eaton has been out the last few days but some components are missing and are scheduled to arrive soon. Mr. Arndt presented Pay Application No. 34 in the amount of \$28,215 to MGC Contractors, Inc. MOTION WAS MADE by President Barker, seconded by Director Reed to approve Pay Application No. 34 as presented. The motion passed unanimously.

11. DISCUSS, CONSIDER, AND TAKE ACTION AS NECESSARY REGARDING SENATE BILL 3 COMPLIANCE ITEMS (GENERAL MANAGER)

(A) WAKEFIELD PUMP STATION (BOND PROJECT) –

(B) RISKE PUMP STATION GENERATOR -

(C) ROB ROY PUMP STATION EMERGENCY GENERATOR –

DEC presented their recommendation letter to the Board.

The Board moved into Executive Session at 12:35 pm.

The Board reconvened into Regular Session at 12:46 pm with no action taken.

MOTION WAS MADE by Director McCall, seconded by Director Reed to awarded the contract to McDonaly Engineering contingent on DEC confirming the reference checks were completed and positive. The motion passed unanimously.

12. CUSTOMER SERVICE COMPLAINTS (GENERAL MANAGER)

None to discuss.

13. DISCUSS, CONSIDER, AND TAKE ACTION AS NECESSARY REGARDING GENERAL MANAGER'S REPORT REGARDING FINANCIAL MATTERS, SERVICE AREA ISSUES, UTILITY OPERATIONS, SYSTEM MAINTENANCE, SERVICE REQUESTS, CUSTOMER ISSUES, WATER SUPPLY STATUS, MANAGEMENT ACTIVITIES AND PERSONNEL (GENERAL MANAGER)

None to discuss.

14. DISCUSS, CONSIDER, AND TAKE ACTION AS NECESSARY REGARDING CROSSROADS UTILITY SERVICES UNDER BILLING – INSURANCE CLAIM (THE CARLTON LAW FIRM) – General Manager Orts suggested that Crossroads call the customers that have not paid yet because they have only mailed a letter. Any balance due to underbilling has been added to the customer’s balance.

15. DISCUSS, CONSIDER, AND TAKE ACTION AS NECESSARY REGARDING CITY OF AUSTIN WHOLESALE WATER SUPPLY CONTRACT RENEWAL (THE CARLTON LAW FIRM)

This item will be discussed in Executive Session. No action taken.

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

At 12:55 pm the Board moved into Executive Session.

At 1:52 pm the Board reconvened into Regular Session with no action taken.

17. ADJOURNMENT

There being no further business brought before the regular meeting of the Board of Directors, the meeting was adjourned at 1:53 pm.

Respectfully Submitted

Jon Luce, Secretary/Treasurer