

**REGULAR MEETING  
TRAVIS COUNTY WATER CONTROL & IMPROVEMENT DISTRICT #10  
BOARD OF DIRECTORS  
DECEMBER 11, 2024**

Members Present:

Jon Luce, President  
Buster McCall, Vice President  
Greg Reynolds, Secretary/Treasurer  
Davin Fillpot, Director  
Pam Reed, Director

Members Absent:

None

Others Present:

Carla Orts, General Manager, TCWCID #10  
Louise Winder, TCWCID #10  
Randall Wilburn, The Carlton Law Firm  
Mike Morin, Crossroads Utility Services  
James McDermott, Gannett Fleming  
Don Rauschuber, DGRA, Inc.

**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 12:01 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 November 13, 2024

(ii) Work Session November 25, 2024

(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 THE DISTRICT'S CAPITAL PROJECTS, INCLUDING POSSIBLE ACTION ON PAY APPLICATIONS, CHANGE ORDERS, CONTRACTS, AMENDMENTS, AND PROGRESS UPDATES FOR THE FOLLOWING PROJECTS (GF)

(A) SCADA – A work session with HEI engineers is scheduled for next week to discuss in further detail.

(B) MCCONNELL PUMP STATION & STANDBY GENERATOR – The contractor is working on punch list items. This includes stucco repair on the building and working on Pump 2.

(C) MCCONNELL PUMP STATION – NEW TANK – On hold.

(D) GENERATOR PROJECTS (RISKE PS, COUSTEAU PS, WAKEFIELD PS) – The contractor is on site at Wakefield Pump Station and has demolished the old pump building. Contractor is waiting on a permit from the City of Austin but project is still expected to be complete in January. Texas Gas is submitting a new traffic control plan.

Pay Application No. 11 in the amount of \$11,845.55 to C. F. McDonald Inc. was presented to the Board for revegetation at Cousteau Pump Station. MOTION WAS MADE by Director Reed, seconded by Director Fillpot to approve Pay Application No. 11 as presented.

(E) ST. JOHN NEUMANN TO WESTLAKE SHOPPING CENTER WATERLINE – This project is to re-establish the loop system that was lost during the widening of Bee Cave Road Phase I expansion project. The District is asking for right of entry for surveyors. MOTION WAS MADE by Director Reed, seconded by Director Fillpot to approve Work Authorization No. 17 to extend the engineer's time for this project. The motion passed unanimously.

(F) 5524 BEE CAVE ROAD WATERLINE – Work Authorization No. 18 to extend the engineer's time for this project was presented to the Board. MOTION WAS MADE by Director Fillpot, seconded by Director Reed to approve Work Authorization No. 18 as presented. The motion passed unanimously.

4. DISCUSS, CONSIDER, AND TAKE ACTION AS NECESSARY REGARDING COST SHARING CAMP CRAFT RD. WATERLINE RELOCATION WITH COWLH (GENERAL MANAGER)

– This project will take place soon and is expected to last a few months. The city of West Lake Hills submitted a preliminary cost sharing amount of \$209,882 for this project. It has been reviewed by the engineers and the District's inspector. The District inspector will also follow along with the waterline portion. General Manager Orts recommends approval of the cost at 50%. MOTION WAS MADE by Director Reed, seconded by Director McCall to approve the cost sharing to move the waterlines for the City of West Lake Hill's Camp Craft Road Waterline Relocation project. The motion passed unanimously.

5. DISCUSS, CONSIDER, AND TAKE ACTION AS NECESSARY REGARDING DON RAUSCHUBER RATE STUDY (GENERAL MANAGER) – It has been 5 years since the last rate study, General Manager Orts requested the Board move forward with an updated study. MOTION WAS MADE by Director Reed, seconded by Director McCall to approve the contract with Don Rauschuber to conduct the rate study as presented. The motion passed unanimously.

6. DISCUSS, CONSIDER, AND TAKE ACTION AS NECESSARY REGARDING JEFF HAASCH INFRASTRUCTURE REVIEW SERVICES (GENERAL MANAGER)  
No items for discussion.

7. DISCUSS, CONSIDER, AND TAKE ACTION AS NECESSARY REGARDING PRELIMINARY ENGINEERING REPORT AUTHORIZATION FOR 14 WATERLINE PROJECTS (GENERAL MANAGER) – The engineers submitted a preliminary engineering report with updated costs for the projects proposed that were not included with the original bond projects. General Manager Orts will review the infrastructure report and will request new fire flow tests from ESD9 before requesting a preliminary engineering report.

8. DISCUSS, CONSIDER, AND TAKE ACTION AS NECESSARY REGARDING PLATS (GENERAL MANAGER)  
No items to discuss.

9. DISCUSS, CONSIDER, AND TAKE ACTION AS NECESSARY REGARDING WATER SERVICE REQUESTS (GENERAL MANAGER)  
(A) 401 CAMP CRAFT RD. – This project entails an interior renovation and bringing in a new waterline to their property. All engineer comments have been addressed and they have received fire department approval. MOTION WAS MADE by Director Reed, seconded by Director McCall to approve the plans for the project at 401 Camp Craft Rd. The motion passed unanimously.

10. 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, SURPLUS PROPERTY, MANAGEMENT ACTIVITIES AND PERSONNEL (GENERAL MANAGER) – No items to discuss.

11. DISCUSS, CONSIDER, AND TAKE ACTION AS NECESSARY REGARDING CITY OF AUSTIN WHOLESALE WATER SUPPLY CONTRACT RENEWAL (THE CARLTON LAW FIRM) – Their previous attorney left so there is new staff to work with.

Customer at 1420 Yaupon Valley Rd requested writing off high water usage due to a faucet left running when customer was out of town. The Board declined this request since it does not apply to the District's leak adjustment policy.

12. DISCUSS, CONSIDER, AND TAKE ACTION AS NECESSARY REGARDING ITEMS DISCUSSED DURING EXECUTIVE SESSION – No items to discuss.

13. ADJOURNMENT

There being no further business brought before the regular meeting of the Board of Directors, the meeting was adjourned at 1:02 pm.

**Respectfully Submitted**

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Greg Reynolds, Secretary/Treasurer