

**REGULAR MEETING**  
**TRAVIS COUNTY WATER CONTROL & IMPROVEMENT DISTRICT #10**  
**BOARD OF DIRECTORS**  
**April 9, 2025**

**Attendees:**

Jon Luce, President  
Buster McCall, Vice President  
Greg Reynolds, Secretary/Treasurer  
Davin Fillpot, Director  
Carla Orts, General Manager, WCID 10  
Louise Winder, WCID 10  
Randall Wilburn, The Carlton Law Firm  
Mike Morin, Crossroads Utility Services  
James McDermott, GF Engineering

**Absent:** Pam Reed, Director

1. Call Meeting to Order;
2. All Consent Agenda Items Listed are Considered to be Routine by the Board of Directors and Will be Enacted by a single 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 March 12, 2025;
    - (ii) Regular Meeting March 26, 2025;
  - (B) Discuss, Consider, and Take Action as Necessary Regarding District Bills and Bookkeeper's Report;
  - (C) Discuss, Consider, and Take Action as Necessary Regarding Utility Operations Report, Including Possible Action on Account Write-Offs;

**Discussion:** No questions raised.

**Decision:** MOTION WAS MADE by Director McCall, seconded by Director Fillpot to approve the consent agenda items. The motion passed unanimously.

3. Discuss, Consider, and Take Action as Necessary Regarding the District's Water Conservation Plan (General Manager):
  - (A) Order No. 2025-04-09.01;

**Discussion:** The plan was updated with current data through 2023; no policy changes were made. Questions arose regarding average water usage (over 17,000, including large users). The 2024 top five residential and top ten commercial users were noted as being available in the meeting packets.

**Decision:** MOTION WAS MADE by Director Fillpot, seconded by Director McCall to approve the amended Water Conservation Plan. The motion passed unanimously.

4. 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;

**Discussion:** No updates expected soon.

(B) McConnell Pump Station & Standby Generator;

**Discussion:** Substantially complete; minor miscellaneous items remain before closeout. No recent alarms or callouts reported.

(C) McConnell Pump Station – New Tank;

**Discussion:** Tree clearing completed; site work to continue for the next couple of weeks. Concerns expressed about the 10-month projected timeline versus the 6-month contract timeframe and the impact on a neighbor (Jane Hilgers) wanting to sell her property. A \$4,000/day penalty for exceeding the 6-month deadline exists in the contract. The contractor claims the 10-month timeline is conservative. **Work Hours:** The City approved extension of work hours to 7:00 AM to 7:00 PM, contingent on no neighbor complaints. **Tree Removal:** 43 inches of trees were removed during the McConnell pump station project. The city offered two options: planting replacement trees at the new city hall or paying \$13,050. The cost seemed excessive. The board agreed to replacing the trees and possible locations for planting on district property.

**Action Items:**

- James to inform the contractor that the 6-month contract deadline is expected to be met.
- Carla to obtain tree replacement cost estimates from Doyle and other contractors.

(D) St John Neumann Loop;

**Discussion:** Negotiations for easements to reconnect the distribution system looping disrupted during Bee Cave Road widening are stalled. The church requested cash compensation in exchange for granting the easement. The board confirmed that the district doesn't typically pay for easements.

**Decision:** No compensation will be offered. A letter will be drafted explaining the district's position and the benefits of the easement for the community.

**Action Items:**

- Carla to draft a letter to the church explaining the district's position on easement compensation.
- Carla to continue to follow up with HEB shopping center for easement approval.

(E) Generator Projects (Riske PS, Cousteau PS, Wakefield PS);

**Discussion:** Wakefield generator installation complete; Sun Belt equipment rentals returned. All sites are now fully protected.

5. Discuss, Consider, and Take Action Regarding Plat Requests. (General Manager):

- (A) 201 Wildcat - (combining two lots into one acre lot for permitting purposes)
- (B) 419 Ridgewood -(correcting lot line discrepancies)
- (C) 407/409 Buckeye - (combining two one-acre lots into a two-acre tract)

**Decision:** MOTION WAS MADE by Director Fillpot, seconded by Director McCall approve all three plat requests. The motion passed unanimously.

6. Discuss, Consider, and Take Action Regarding Cummins Maintenance Proposal. (General Manager);

**Discussion:** A contract for Cummins to perform maintenance on generators was presented (\$4,056.01 for quarterly inspections, annual service, and yearly load bank test).

**Decision:** MOTION WAS MADE by President Luce, seconded by Director McCall approve the Cummins maintenance proposal. The motion passed unanimously.

7. Discuss, Consider, and Take Action 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):

8. Discuss, Consider, and Take Action as Necessary Regarding City of Austin Wholesale Water Supply Contract Renewal (The Carlton Law Firm);

9. DISCUSS, CONSIDER, AND TAKE ACTION AS NECESSARY REGARDING ITEMS DISCUSSED DURING EXECUTIVE SESSION – The Board adjourned into Executive Session at 12:54 pm. The Board reconvened into Regular Session at 1:15 om with no action taken.

#### 10. ADJOURNMENT

There being no further business brought before the regular meeting of the Board of Director's, the meeting was adjourned at 1:15 pm

**Respectfully Submitted**

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Greg Reynolds, Secretary/Treasurer

**TRAVIS COUNTY WATER CONTROL & IMPROVEMENT DISTRICT NO. 10**  
**ORDER ADOPTING AMENDED AND RESTATED**  
**WATER CONSERVATION PLAN**

**ORDER NO. 2025-04-09-01**

STATE OF TEXAS           §  
                                     §  
COUNTY OF TRAVIS       §

WHEREAS, Travis County Water Control & Improvement District No. 10 (the "District") is a political subdivision of the State of Texas, established pursuant to Article XVI, Section 59 of the State of Texas Constitution, and Chapters 49 and 51 of the Texas Water Code; and

WHEREAS, 30 TAC Chapter 288.2, requires the District to adopt a Water Conservation Plan; and

WHEREAS, the Board of Directors of the District desires to adopt an amended and restated Water Conservation Plan, as required by law;

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF TRAVIS COUNTY WATER CONTROL & IMPROVEMENT DISTRICT NO. 10 THAT:

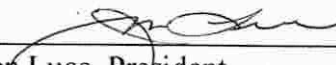
Section 1.       The Board of Directors confirms that on this date it has reviewed and desires to adopt the District's Amended and Restated Water Conservation Plan (attached hereto as "Exhibit A").

Section 2.       A copy of this Order shall be filed in the official records of the District.

ADOPTED this 9<sup>th</sup> day of April 2025.

(SEAL)

TRAVIS COUNTY WATER CONTROL &  
IMPROVEMENT DISTRICT NO. 10

  
\_\_\_\_\_  
Jon Luce, President  
Board of Directors

ATTEST:

  
\_\_\_\_\_  
Greg Reynolds, Secretary  
Board of Directors

## **EXHIBIT “A”**

### **TRAVIS COUNTY WATER CONTROL & IMPROVEMENT DISTRICT NO. 10’S AMENDED AND RESTATED WATER CONSERVATION PLAN**

**TRAVIS COUNTY WATER CONTROL & IMPROVEMENT DISTRICT NO. 10'S  
AMENDED AND RESTATED UTILITY PROFILE & WATER CONSERVATION PLAN**

**Utility Profile**

**I. POPULATION AND CUSTOMER DATA**

*A. Population and Service Area Data*

1. Attach a copy of your service-area map and, if applicable, a copy of your Certificate of Convenience and Necessity (CCN).
2. Service area size (in square miles): 7.50 square miles  
(Please attach a copy of service-area map)
3. Current population of service area: 9,201
4. Current population served for:
  - a. Water 9,201
  - b. Wastewater Not Applicable
5. Population served for previous five years:

<u>Year</u>	<u>Population</u>
-	<u>                    </u>
<u>2023</u>	<u>9,201</u>
<u>2022</u>	<u>9,186</u>
<u>2021</u>	<u>9,147</u>
<u>2020</u>	<u>9,024</u>
<u>2019</u>	<u>8,979</u>
	<u>                    </u>

6. Projected population for service area in the following decades:

<u>Year</u>	<u>Population</u>
<u>2020</u>	<u>9,024</u>
<u>2030</u>	<u>10,993</u>
<u>2040</u>	<u>13,400</u>
<u>2050</u>	<u>16,662</u>
<u>2060</u>	<u>19,912</u>

7. List source or method for the calculation of current and projected population size.

Assumed three people per single family meter.

#### B. Customer Data

Senate Bill 181 requires that uniform consistent methodologies for calculating water use and conservation be developed and available to retail water providers and certain other water use sectors as a guide for preparation of water use reports, water conservation plans, and reports on water conservation efforts. A water system must provide the most detailed level of customer and water use data available to it, however, any new billing system purchased must be capable of reporting data for each of the sectors listed below. More guidance can be found at: <http://www.twdb.texas.gov/conservation/doc/SB181Guidance.pdf>

1. Quantified 5-year and 10-year goals for water savings:

	<i>Historic 5-year Average</i>	<i>Baseline</i>	<i>5-year goal for year 2026</i>	<i>10-year goal for year 2031</i>
Total GPCD	<u>251.6</u>	—	<u>239</u>	<u>228</u>
Residential GPCD	<u>210.0</u>	—	<u>200</u>	<u>190</u>
Water Loss GPCD	<u>28.0</u>	—	<u>27</u>	<u>25</u>
Water Loss Percentage	<u>11.1%</u>	—	<u>11.3%</u>	<u>11.0%</u>

#### Notes:

Total GPCD = (Total Gallons in System ÷ Permanent Population) ÷ 365

Residential GPCD = (Gallons Used for Residential Use ÷ Residential Population) ÷ 365

Water Loss GPCD = (Total Water Loss ÷ Permanent Population) ÷ 365

Water Loss Percentage = (Total Water Loss ÷ Total Gallons in System) x 100; or (Water Loss GPCD ÷ Total GPCD) x 100

2. Current number of active connections. Check whether multi-family service is counted as  
☐ Residential or ☐ Commercial? (Crossroads December 2024 Report)

<i>Treated Water Users</i>	<i>Metered</i>	<i>Non-Metered</i>	<i>Totals</i>
Residential			
Single-Family	2,759	0	2,759
Multi-Family	0	0	0
Commercial	295	0	295
Industrial/Mining	0	0	0
Institutional	34	0	34
Agriculture	0	0	0
Other/Wholesale	0	0	0

3. List the number of new connections per year for most recent three years.

<i>Year</i>	<i>2023</i>	<i>2022</i>	<i>2021</i>
<i>Treated Water Users</i>			
Residential			
Single-Family	2,739	2,732	2,724
Multi-Family	0	0	0
Commercial	294	296	291
Industrial/Mining	0	0	0
Institutional	34	34	34
Agriculture	0	0	0
Other/Wholesale	,0	0	0

4. List of annual water use for the five highest volume customers. (Source: Calendar Year 2024)

<i>Customer</i>	<i>Use (1,000 gal/year)</i>	<i>Treated or Raw Water</i>
Residential Customer 1	1,528.2	Treated
Residential Customer 2	1,631.6	Treated
Residential Customer 3	1,758.8	Treated
Residential Customer 4	2,547.2	Treated
Residential Customer 5	4,263.6	Treated



## II. WATER USE DATA FR SERVICE AREA

### A. Water Accounting Data (Source: Crossroads Monthly Operating Reports)

1. List the amount of water use for the previous five years (in 1,000 gallons).

Indicate whether this is ☐ diverted or ☒ treated water.

<i>Year</i>	2023	2022	2021	2020	2019
<i>Month</i>					
January	43,859	45,839	46,077	49,072	34,969
February	39,954	40,524	39,006	36,006	30,522
March	35,367	37,095	39,518	49,111	32,498
April	53,424	54,377	43,191	31,838	45,637
May	52,496	62,721	46,971	46,305	48,406
June	58,292	74,565	41,028	53,535	49,955
July	79,990	93,062	57,458	71,521	58,890
August	117,126	114,155	60,220	89,292	83,532
September	122,344	93,377	76,306	100,785	106,899
October	94,769	82,362	83,837	63,225	98,296
November	68,621	79,207	60,544	68,661	81,418
December	49,666	44,775	48,693	63,937	52,353
<b>Totals</b>	815,906	822,059	642,849	723,285	723,376

2. Describe how the above figures were determined (e.g, from a master meter located at the point of a diversion from the source or located at a point where raw water enters the treatment plant, or from water sales).

The total water use is calculated by summing the monthly volume flowing through two wholesale meters minus the flow between two 'deduction' meters which meters how much water flows out of the District system to serve Austin Water customers.

3. Amount of water (in 1,000 gallons) delivered/sold as recorded by the following account types for the past five years.

<i>Year</i>	2023	2022	2021	2020	2019
<i>Account Types</i>					
Residential					
Single-Family	656,578	658,921	516,836	597,227	552,369

Multi-  
Family

0

0

0

0

0

Commercial	<u>133,495</u>	<u>139,667</u>	<u>107,770</u>	<u>105,796</u>	<u>150,799</u>
Industrial/Mining	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Institutional	<u>25,834</u>	<u>23,470</u>	<u>18,243</u>	<u>19,532</u>	<u>19,425</u>
Agriculture	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Other/Wholesale	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>

4. List the previous records for water loss for the past five years (the difference between water diverted or treated and water delivered or sold).

<i>Year</i>	<i>Amount (gallons)</i>	<i>Percent %</i>
<u>2023</u>	<u>80,362,000</u>	<u>8.97%</u>
<u>2022</u>	<u>86,165,000</u>	<u>9.49%</u>
<u>2021</u>	<u>93,234,000</u>	<u>12.67%</u>
<u>2020</u>	<u>98,030,000</u>	<u>11.95%</u>
<u>2019</u>	<u>98,006,000</u>	<u>11.93%</u>

*B. Projected Water Demands*

1. The District is located within the Lower Colorado Regional Water Planning Group, Region K. For projected water supply demands for the next ten years, as well as population trends, historical water use, and economic growth, please see the 2021 LCRWPG Water Plan, generally, and Chapter Two, specifically.

### III. WATER SUPPLY SYSTEM DATA

*A. Water Supply Sources*

1. List all current water supply sources and the amounts authorized (in acre feet) with each.

<i>Water Type</i>	<i>Source</i>	<i>Amount Authorized</i>
Surface Water	<u>City of Austin</u>	<u>1,095,000,000</u>
Groundwater	<u>NA</u>	<u>NA</u>
Other	<u>NA</u>	<u>NA</u>

*B. Treatment and Distribution System (if providing treated water)*

1. Design daily capacity of system: 7.5 million gallons per day
2. Storage capacity:
  - a. Elevated 2,800,000 gallons
  - b. Ground 300,000 gallons
3. If surface water, do you recycle filter backwash to the head of the plant?  
☐ Yes    ☒ No    If yes, approximate amount (MGD):

**IV. WASTEWATER SYSTEM DATA**

*A. Wastewater System Data (if applicable) - NA*

1. Design capacity of wastewater treatment plant(s) (MGD):
2. Treated effluent is used for ☐ on-site irrigation, ☐ off-site irrigation, for ☐ plant wash-down, and/or for ☐ chlorination/dechlorination.  
  
If yes, approximate amount (in gallons per month):
3. Briefly describe the wastewater system(s) of the area serviced by the water utility. Describe how treated wastewater is disposed. Where applicable, identify treatment plant(s) with the TCEQ name and number, the operator, owner, and the receiving stream if wastewater is discharged.

*B. Wastewater Data for Service Area (if applicable) - NA*

1. Percent of water service area served by wastewater system:            %
2. Monthly volume treated for previous five years (in 1,000 gallons):

<u>Year</u>					
<u>Month</u>					
January	_____	_____	_____	_____	_____
February	_____	_____	_____	_____	_____
March	_____	_____	_____	_____	_____
April	_____	_____	_____	_____	_____
May	_____	_____	_____	_____	_____
June	_____	_____	_____	_____	_____

July					
August					
September					
October					
November					
December					
<b>Totals</b>					

# Water Conservation Plan

## A. *Record Management System*

The District has adopted a records management plan, including retention schedules, in compliance with the Local Government Code and as provided by the Texas State Library and Archives Commission.

## B. Conservation Coordinator: Carla Orts, District Manager

## C. *Specific, Quantified 5 & 10-Year Targets*

The District's quantified 5 and 10-year targets are contained in Section I.B.1., above.

## D. *Activities and Schedule for Achieving Targets and Goals*

- As a wholesale customer of Austin Water, the District's customers are eligible to participate in most of Austin Water's Water Conservation programs and additional information can be found under the "Saving Water" section of Austin Water's website.

Details of the programs can be found at [austintexas.gov/department/rebates-tools-programs](http://austintexas.gov/department/rebates-tools-programs)

- Irrigation upgrade (up to \$1,000)
- Pool cover (up to \$50 or \$200)
- Pool cartridge filter (up to \$250)
- Pressure regulating valve (up to \$150)
- Waterwise landscape (up to \$3,000)

- The District utilizes Advanced Metering Infrastructure (AMI), which allows the District and customers to measure water use on an hourly basis. Customers can register through the Eye On Water portal to view their water use and set up high-use and leak alerts, which can save water, particularly when customers are away from home.

## E. *Measuring and Accounting for Diversions - ~~NA, intentionally deleted~~*

## F. *Universal Metering*

Automatic meter reading meters were installed to detect leaks and provide District customers a better understanding of water consumption. The electronic water meters, also known as Advanced Metering Infrastructure or AMI, takes meter readings on an hourly basis, instead of monthly, and sends data directly to the utility. This technology gives customers better insight and understanding on their water use by providing customers access to their usage in near real time. Additionally, customers can better manage their water consumption by regularly checking water usage and setting up alerts regarding excess usage.

## G. *Measures to Determine and Control Water Loss*

A leak study was completed District-wide, and all leaks were repaired. Similar leak studies will be conducted by the District every five years. In addition, the District has adopted a more robust fire hydrant replacement program, which includes replacing older, leaking hydrants. The District is also exploring wireless flow and pressure

monitoring for the water distribution system, which would alert the District of leaks, reduce response times, and reduce water loss in the event of a waterline break. Further, the District will conduct the Texas Water Development Board Water Loss Audit and Water Use Survey on an annual basis, to track apparent water loss and real water loss.

#### *H. Continuing Public Education & Information*

The District provides public education and information on water conservation, including the following elements:

- Water conservation information is provided to customers with the water bills, including materials developed by District staff and material obtained from the Texas Water Development Board, the TCEQ, and other sources;
- The District works with the local newspaper to provide coverage of water conservation issues and the importance of conserving water; Water conservation brochures and other water conservation information is publicly available at the District's office;
- Water conservation information is published on the District's website and available to the public;

The District employees attend training regularly for education purposes and to implement new strategies in the District.

#### *I. Non-Promotional Water Rate Structure (Effective June 1, 2025)*

In an effort to promote water conservation, the District has adopted a tiered rate structure, which charges more per gallon for those customers that consume larger amounts of water, so as to discourage high water use. Customers residing within the District and having a standard ¾" connection are charged a monthly service fee of \$25.00. Water use is charged at a rate of \$2.50 per 1,000 gallons for the first 5,000 gallons; residents who use 5,001-10,000 gallons are charged \$3.13 per 1,000 gallons. These rates continue to increase until the rate of \$14.08 per 1,000 gallons is charged to consumers who use over 45,000 gallons.

#### *J. Reservoir Systems Operations Plan - NA, intentionally deleted.*

#### *K. Enforcement Procedure and Plan Adoption*

This Amended and Restated Water Conservation Plan ("Plan") was adopted at a public meeting, duly called and held as required by Chapter 551 of the Government Code, pursuant to Order No. 2025-04-09.01.

Any of the District's customers found to be in violation of any of the requirements set out in this Plan or the District's Drought Contingency Plan may be charged with a Class C misdemeanor, pursuant to § 51.241 of the Texas Water Code.

#### *L. Coordination with the Regional Water Planning Group(s)*

The District has reviewed and provided comments on the Lower Colorado Regional Water Planning Group, Region K, 2021 Water Plan and will coordinate with Region K to ensure consistency with the appropriate water plans.

*M. Plan Review and Update*



A public water supplier for municipal use shall review and update its water conservation plan, as appropriate, based on an assessment of previous five-year and ten-year targets and any other new or updated information. The public water supplier for municipal use shall review and update the next revision of its water conservation plan not later than May 1, 2024, and every five years after that date to coincide with the regional water planning group.

## **VI. ADDITIONAL REQUIREMENTS FOR LARGE SUPPLIERS**

Required of suppliers serving population of 5,000 or more or a projected population of 5,000 or more within the next ten years:

### *A. Leak Detection and Repair*

A leak study was completed District-wide, and all leaks were repaired; similar leak studies will be conducted by the District every five years. The District is also exploring wireless flow and pressure monitoring for the water distribution system, which would alert the District of leaks, reduce response times, and reduce water loss in the event of a waterline break. Further, the District will conduct the TWDB Water Loss Audit and Water Use Survey on an annual basis, to track apparent water loss and real water loss.

### *B. Contract Requirements*

A requirement in every wholesale water supply contract entered into or renewed after official adoption of the plan (by either ordinance, resolution, or tariff), and including any contract extension, that each successive wholesale customer develop and implement a water conservation plan or water conservation measures using the applicable elements in this chapter. If the customer intends to resell the water, the contract between the initial supplier and customer must provide that the contract for the resale of the water must have water conservation requirements so that each successive customer in the resale of the water will be required to implement water conservation measures in accordance with the provisions of this chapter.

## **VII. ADDITIONAL CONSERVATION STRATEGIES**

Any combination of the following strategies shall be selected by the water supplier, in addition to the minimum requirements of 30 TAC §288.2(1), if they are necessary in order to achieve the stated water conservation goals of the plan. The commission may require by commission order that any of the following strategies be implemented by the water supplier if the commission determines that the strategies are necessary in order for the conservation plan to be achieved:

1. Conservation-oriented water rates and water rate structures such as uniform or increasing block rate schedules, and/or seasonal rates, but not flat rate or decreasing block rates;
2. Adoption of ordinances, plumbing codes, and/or rules requiring water conserving plumbing fixtures to be installed in new structures and existing structures undergoing substantial modification or addition;
3. A method for monitoring the effectiveness and efficiency of the water conservation plan; and
4. Any other water conservation practice, method, or technique which the water supplier shows to be appropriate for achieving the stated goal or goals of the water conservation plan.