

MINUTES  
TRAVIS COUNTY MUNICIPAL UTILITY DISTRICT NO. 10

May 2, 2017

The Board of Directors (the "Board") of Travis County Municipal Utility District No. 10 (the "District") met in regular session, open to the public, on the 2nd day of May, 2017, at 1325 Osprey Ridge Loop, Lago Vista, Texas, inside the boundaries of the District, and the roll was called of the members of the Board:

Harvey Reiter	President
Bob Woolsey	Vice President
Vance Taylor	Secretary
Raymond Archer	Assistant Vice President
Robert Ernst	Assistant Secretary

and all of the above were present.

Also present at the meeting were Brett Lanham of AWR Services, Inc. ("AWR"); Kristen Dreiss of Jones & Carter, Inc. ("Jones & Carter"); and Sharon Covan of Allen Boone Humphries Robinson LLP ("ABHR") by conference call.

APPROVE MINUTES

The Board considered approving the minutes of the April 4, 2017, meeting. After review and discussion, Director Taylor moved to approve the minutes of the meeting. Director Ernst seconded the motion, which passed by unanimous vote.

GARBAGE AND RECYCLING

There was no discussion on this matter.

FINANCIAL AND BOOKKEEPING

The Board reviewed the bookkeeper's report, a copy of which is attached and the bills presented for payment. After review and discussion, Director Woolsey moved to approve the bookkeeper's report and the checks presented for payment. Director Taylor seconded the motion, which passed by unanimous vote.

TAX ASSESSMENT AND COLLECTION

The Board reviewed the tax assessor/collector's report, including the delinquent tax roll, a copy of which is attached. Discussion ensued regarding the District's 2017 preliminary taxable value received from the Travis Central Appraisal District. After review and discussion, Director Woolsey moved to approve the tax assessor/collector's report. Director Taylor seconded the motion, which passed unanimously.

## OPERATION OF DISTRICT FACILITIES

Mr. Lanham reviewed the operator's report, a copy of which is attached.

Mr. Lanham reported on the water treatment plant. He said in March there was a programmable logic controller ("PLC") failure at the water treatment plant. Mr. Lanham said the PLC was re-programmed and the battery was replaced. He said the LMI chemical dosing pump was replaced and the high service pump no. 1 was removed to repair a leak.

Mr. Lanham reported on the wastewater treatment plant. He said the chlorine pump has been repaired and the clarifier gearbox will be inspected due to signs of leaking. Mr. Lanham said that AWR continues to monitor the overall biological health of the plant.

Mr. Lanham reported on repairs to lift station no. 1. He said that after discovering an increase in run times, pump no. 2 was pulled and cleaned of debris and other contaminants.

Lanham reported on water service calls and grinder pump repairs. Director Taylor said a shut-off valve on Kingfisher was hit and knocked over. Mr. Lanham said that AWR will inspect the valve. Director Taylor said that trees were planted in an easement at 1307 Osprey Ridge Loop and the growth of the tree roots might affect the water and sewer lines in the easement. Mr. Lanham said AWR will inspect the trees and contact the homeowner regarding the plantings, if necessary.

Mr. Lanham said that the annual Texas Commission on Environmental Quality ("TCEQ") Homeland Security Contact Update Form has been completed and provided to the TCEQ. Following review and discussion, Director Ernst moved to accept the operator's report. Director Woolsey seconded the motion, which carried unanimously.

## CONDUCT HEARING REGARDING WATER AND SEWER SERVICE TERMINATIONS TO DELINQUENT ACCOUNTS AND AUTHORIZE TERMINATION, IF APPROPRIATE

There were no delinquent accounts for termination.

## CONDUCT ANNUAL REVIEW AND RECEIVE REPORT FROM OPERATOR ON IDENTITY THEFT PREVENTION PROGRAM

Mr. Lanham said AWR will provide the Identity Theft Program report at the next Board meeting.

## CRITICAL LOAD SPREADSHEET

Ms. Covan reviewed the critical load spreadsheet, which will be provided to the operator and engineer for review. After review and discussion, Director Taylor moved

to authorize ABHR to file the critical load spreadsheet, subject to final review, and direct that the spreadsheet be retained in the District's official records. Director Reiter seconded the motion, which passed by unanimous vote.

#### CONSUMER CONFIDENCE REPORT

The Board reviewed the 2016 Consumer Confidence Report ("CCR"), a copy of which is attached. After review and discussion, Director Taylor moved to approve the CCR, authorize the operator to provide homeowners' with a link to the District's website to view the CCR and file the certificate with the TCEQ by July 1, 2017. Director Reiter seconded the motion, which passed by unanimous vote.

#### ENGINEERING MATTERS

Ms. Dreiss reviewed the engineering report, a copy of which is attached.

#### CAPITAL IMPROVEMENTS

Ms. Dreiss said that TEI Controls has completed installation of SCADA improvements. She said a walk through will be conducted with AWR.

#### WATERFORD ON LAKE TRAVIS, SECTION 1 DRAINAGE

Ms. Dreiss said that the drainage project on property located at 17800 Kingfisher Ridge Drive should be complete by the end of the month.

#### WATER PLANT INSPECTION AND REPAIRS

Ms. Dreiss said the annual water plant inspection will be conducted in May.

#### WATER QUALITY SAMPLING

Ms. Dreiss reported on water quality sampling. She said that Horizon Environmental tried to take second quarter water samples, but there was no groundwater flow.

#### OTHER ENGINEERING MATTERS

There were no further engineering matters for discussion. Director Taylor moved to approve the engineer's report. Director Reiter seconded the motion, which passed by unanimous vote.

#### REPORT ON DEVELOPMENT

There was no report on development in the District.

WEBSITE

Discussion ensued regarding the District's website. Director Taylor asked Ms. Covan to notify the web site manager to change the name of the garbage company and to add the District's 2016 tax rate to the website.

COMMENTS FROM THE PUBLIC

There were no comments from the public.

There being no further business to come before the Board, the meeting was adjourned.

(SEAL)



Robert C. Frost  
Secretary, Board of Directors

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## NOTICE OF MEETING

### TRAVIS COUNTY MUNICIPAL UTILITY DISTRICT NO. 10

The Board of Directors of Travis County Municipal Utility District No. 10 will hold a regular meeting, open to the public, on **Tuesday, May 2, 2017, 10:30 a.m. at 1231 Osprey Ridge Loop, Lago Vista, Texas**, to discuss and, if appropriate, act upon the following items:

1. Approve minutes.
2. Garbage collection and recycling.
3. Financial and bookkeeping matters, including payment of the bills, review of investments; budget for the fiscal year end February 28, 2018.
4. Tax assessment and collections matters, including delinquent tax collections, and payment of tax bills.
5. Operation of District facilities:
  - a. billings, repairs and maintenance;
  - b. write-off of delinquent/uncollectable accounts; and
  - c. automatic water meter system.
6. Hearing on termination of water and sewer service to delinquent customers and authorize termination of service.
7. Conduct annual review and receive report from operator on Identity Theft Prevention Program and adopt Identity Theft Prevention Program Amendment.
8. Review Critical Load Spreadsheet for District's facilities and authorize filing of updated information, if appropriate.
9. Approve Consumer Confidence Report and authorize operator to mail Consumer Confidence Report and file certificate of mailing with the Texas Commission on Environmental Quality.
10. Engineering matters including approve plans and specifications, approve pay estimates and change orders, if any:
  - a. Capital Improvement Plan; water plant improvements;
  - b. Waterford on Lake Travis, Section 1 drainage;
  - c. water plant inspection and repairs;
  - d. water quality sampling; and
  - e. other engineering matters.
11. Report regarding development in the District.
12. Website.
13. Hear public comments.



  
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Attorney for the District

Persons with disabilities who plan to attend this meeting and would like to request auxiliary aids or services are requested to contact the District's attorney at (713) 860-6400 at least three business days prior to the meeting so that appropriate arrangements can be made.