

MINUTES
TRAVIS COUNTY MUNICIPAL UTILITY DISTRICT NO. 10

March 6, 2018

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 6th day of March, 2018, 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 except Director Reiter, thus constituting a quorum.

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

APPROVE MINUTES

The Board considered approving the minutes of the February 6, 2018, meeting. After review and discussion, Director Ernst moved to approve the minutes of the February 6, 2018, meeting. Director Archer seconded the motion, which passed by unanimous vote.

2018 DIRECTORS ELECTION

Discussion ensued regarding the 2018 Directors Election.

CERTIFICATE DECLARING UNOPPOSED STATUS OF CANDIDATES FOR ELECTION TO THE BOARD OF DIRECTORS

The Board considered accepting a Certificate Declaring Unopposed Status of Candidates for Election to the Board of Directors executed by the Board Secretary stating that the District received two candidate applications for the two director positions for the May 5, 2018, Directors Election. Following review and discussion, Director Taylor moved to accept the Certificate Declaring Unopposed Status of Candidates for Election to the Board of Directors. Director Ernst seconded the motion, which passed unanimously.

ADOPT ORDER CANCELLING ELECTION AND DECLARING UNOPPOSED CANDIDATES ELECTED TO OFFICE

The Board considered adopting an Order Cancelling Election and Declaring Unopposed Candidates Elected to Office stating that the May 5, 2018, Directors Election is cancelled and that the unopposed candidates, Harvey Reiter and Bob Woolsey, are declared elected to office to serve from May 5, 2018, until the May 7, 2022, Directors Election. Following review and discussion, Director Taylor moved to adopt the Order Cancelling Election and Declaring Unopposed Candidates Elected to Office. The motion was seconded by Director Ernst and passed unanimously.

AUTHORIZE CANCELLATION OF COUNTY CONTRACT FOR ELECTION SERVICES

Ms. Covan said the Board had approved entering into a contract with Travis County (the "County") to administer the District's 2018 Directors Election. After discussion, Director Taylor moved to cancel the contract with the County for election services for the May 2018 Directors Election. Director Ernst seconded the motion, which passed unanimously.

GARBAGE AND RECYCLING

There was no discussion on this matter.

FINANCIAL AND BOOKKEEPING MATTERS

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

TAX ASSESSMENT AND COLLECTION MATTERS

The Board reviewed the tax assessor/collector's report, including the delinquent tax roll, a copy of which is attached.

The Board reviewed a letter from William and Jean Cecala of 18023 Kingfisher Dr. requesting a waiver of penalty and interest for delinquent property taxes and noted that no reason was given for the waiver request.

The Board reviewed e-mail correspondence from Irene Pollock of 18301 Cedar Sage requesting a waiver of penalty and interest for delinquent property taxes. The correspondence states that the Pollocks purchased a vacant lot in the District in November 2017, and were not informed of the property taxes payable to the District. Ms. Brittain-Drew, the District's tax assessor/collector stated in an e-mail that the tax office was notified by the Travis Central Appraisal District of the account name change the end of January, 2018, and mailed a statement to the Pollocks in Pennsylvania. Ms. Drew stated that Texas

law provides that a waiver of penalty and interest on property taxes may occur when there is an error or omission on the part of the tax assessor/collector or an agent of the tax assessor and recommended that the Board deny the request for waiver of penalty and interest.

After review and discussion, Director Taylor moved to deny the request for waiver of penalty and interest by William and Jean Cecala and Donald & Irene Pollock, because there was no error or omission on the part of the tax assessor/collector or an agent of the tax assessor. Director Ernst seconded the motion, which passed by unanimous vote.

After review and discussion, Director Archer moved to approve the tax assessor/collector's report. Director Taylor seconded the motion, which passed by unanimous vote.

OPERATION OF DISTRICT FACILITIES

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

Mr. Lanham stated that AWR personnel drained the raw water line once due to extended freezing weather conditions

Mr. Lanham stated that AWR and the District's engineer have compiled the estimated cost of potential improvements to the existing SCADA system at the water plant, a copy of which is attached. He added that representatives of AWR discussed the improvements with Jones & Carter. Discussion ensued regarding the improvements. Mr. Lanham explained the TeamViewer Remote Access application that allows multiple users to access the SCADA system remotely. He discussed cost sharing with other AWR clients. Mr. Lanham said the application will allow AWR operators to monitor the District's water treatment plant and provide better visibility as to which alarms require on-site responses. He said the estimated cost of the TeamViewer Remote Access application is \$2,400 per year and will reduce the number of operator dispatches to the water treatment plant.

Mr. Lanham discussed the SCADA data logging system that will provide historical information for alarms and events that occur with the SCADA system. He said the estimated cost of the system is \$1,150.

Mr. Lanham discussed power quality monitoring that would produce a log of events of poor power quality that could adversely affect the District's equipment. He said the estimated cost is \$12,650.00. The Board requested additional information regarding power quality monitoring.

Mr. Lanham discussed the benefits of a CL2 Analyzer that would alert the operator of too high or too low chlorine levels. He said the estimated cost is \$8,050 to \$12,075.

Mr. Lanham discussed flow meter functionality to measure and track the distribution of flow into the system. He said that the cost of this improvement exceeds the return on the investment.

Mr. Lanham stated an insurance claim was made on the water plant amp breaker and AWR will follow up with the insurance adjuster on the claim.

Mr. Lanham stated that contractors excavated a section of the depressed roadway near Lift Station No. 3 to investigate the cause of the depression. He added there was no evidence of a sag in the force main. Mr. Lanham stated groundwater had eroded the base and subgrade of the road. He added that new compacted material has been added to the road and new asphalt was installed. Mr. Lanham said AWR is pursuing reimbursement for the repairs from the bank that owns the property.

Additional discussion ensued regarding the TeamViewer Remote Access application and the SCADA data logging. After discussion, Director Ernst moved to approve the TeamViewer Remote Access application, subject to AWR's confirmation of the participation by other clients, and the SCADA data logging recommended by AWR. Director Taylor seconded the motion, which passed by unanimous vote.

After review and discussion, Director Taylor moved to accept the operator's report. Director Archer seconded the motion, which passed by unanimous vote.

HEARING ON TERMINATION OF WATER AND SEWER SERVICE TO DELINQUENT CUSTOMERS AND AUTHORIZE TERMINATION OF SERVICE

Mr. Lanham stated that there were no delinquent accounts for termination.

ENGINEERING MATTERS

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

CAPITAL IMPROVEMENTS

Ms. Mitchell reported on the SCADA improvements. She stated that Jones & Carter will review the improvements recommended by the operator.

Ms. Mitchell reported on the water plant recoating project. She presented and recommended for approval Pay Estimate No. 1 and final submitted by CFG Industries in the amount of \$37,000, and recommended that the Board accept the project and sign the Certificate of Acceptance. Ms. Mitchell said the contractor's Affidavit of Bills Paid, Affidavit of Guarantee and Certificate of Substantial Completion have been received. A copy of Pay Estimate No. 1 is attached.

Ms. Mitchell stated that the specifications have been prepared for the barge electrical cable replacement and bids will be solicited this month.

ATTACHMENTS TO THE MINUTES

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WATER PLANT INSPECTION AND REPAIRS

Ms. Mitchell stated that design of the relocation of the LAS tank is completed and a proposal was received from PrimeSpec Construction in the amount of \$17,126.00 for the tank relocation. She recommended that the Board award the contract to PrimeSpec Construction.

After review and discussion, and based on the engineer's recommendation, Director Archer moved to (1) approve Pay Estimate No. 1 and Final in the amount of \$37,000 to CFG Industries, Inc. for the water plant recoating project, accept the project and authorize execution of the Certificate of Acceptance; (2) award the contract for relocation of the LAS tank to PrimeSpec Construction in the amount of \$17,126; and (3) accept the engineer's report. Director Taylor seconded the motion, which passed by unanimous vote.

REPORT ON DEVELOPMENT

There was no report on development in the District. Director Taylor reported on the Lake Travis water level.

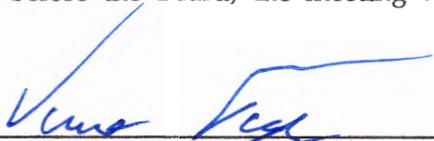
WEBSITE

There was no discussion on this matter.

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.


Secretary, Board of Directors

(SEAL)

