

MINUTES  
TRAVIS COUNTY MUNICIPAL UTILITY DISTRICT NO. 10

October 6, 2020

The Board of Directors (the "Board") of Travis County Municipal Utility District No. 10 (the "District") met on the 6th day of October, 2020, in regular session by teleconference, with access by telephone available to the public, pursuant to Texas Government Code Section 551.125 and Governor Greg Abbott's emergency disaster declaration dated March 13, 2020, and the roll was called of the members of the Board being present by telephone:

Harvey Reiter	President
Dan Eckermann	Executive Vice President
Andrew L. Fawthrop	Vice President
Vance Taylor	Secretary
Andi K. Tasset	Assistant Secretary

and all of the above were present, thus constituting a quorum.

Also attending the teleconference were Doug Smith of Texas Disposal Systems; Brett Lanham of Lanham Consulting, LLC; Jason Baze and Cathy Mitchell of Jones & Carter, Inc. ("J&C"); David Patterson of Assessments of the Southwest, Inc. ("ASW"); Hal Lanham and Tammy Hargett of AWR Services, Inc. ("AWR"); and Kathryn Garner and Janet Swartz of Allen Boone Humphries Robinson LLP ("ABHR").

PUBLIC COMMENTS

Director Reiter offered any members of the public attending the meeting by telephone the opportunity to make public comment.

Mr. Smith of Texas Disposal Systems introduced himself to the Board. He stated that Texas Disposal Systems is interested in providing a proposal to the Board for garbage and recycling collection in the District when the District's current contract ends in January 2021. Director Reiter requested Mr. Smith submit a proposal to the District.

Mr. Brett Lanham asked to address the Board. Director Reiter requested Mr. Brett Lanham submit his comments to the Board in written format and send them to ABHR, who will distribute them to the Board. Mr. Brett Lanham stated he had a statement to make at this meeting. Director Reiter asked Mr. Brett Lanham to make his statement at the end of the meeting and he agreed.

RATIFICATION OF ANY RELATED COVID-19 EPIDEMIC EMERGENCY ACTIONS, IF ANY

The Board concurred that there were no emergency actions to ratify.

## APPROVE MINUTES

The Board considered approving the minutes of September 1, 2020, regular meeting. Director Fawthrop requested the minutes be amended to reflect that the Resolution Regarding Delegation of Authority Related to Emergency Action or Urgent Action reflects the appointment of the President of the Board, or as an alternate, a Vice President of the Board, with the authority to approve District expenditures and authorize actions to be undertaken by District consultants as set forth in such Resolution. After review and discussion, Director Eckermann moved to approve the minutes of the September 1, 2020, regular meeting as amended. Director Taylor seconded the motion, which passed by unanimous vote.

## FINANCIAL AND BOOKKEEPING MATTERS

The Board reviewed the bookkeeper's report, a copy of which is attached. Ms. Garner discussed legal fees. Director Reiter discussed certified values in the District. Director Taylor left the teleconference. After review and discussion, Director Eckermann moved to approve the bookkeeper's report and the checks listed on the report. Director Reiter seconded the motion, which passed by majority 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. After review and discussion, Director Eckermann moved to approve the tax assessor/collector's report. Director Reiter seconded the motion, which passed by majority vote.

## OPERATION OF DISTRICT FACILITIES

Mr. Hal Lanham reviewed the operator's report, a copy of which is attached. He stated that 179 customers were billed during the month of August.

Mr. Hal Lanham stated that replacement switches on the filter at the wastewater treatment plant were installed.

Mr. Hal Lanham reported that the Eaton Power Quality meter was installed at the water treatment plant.

Mr. Hal Lanham reported that the new alarm dialer for lift station no. 2 was installed.

Mr. Hal Lanham reported on the lead and copper sampling being conducted in the District.

Mr. Hal Lanham updated the Board on AWR's COVID-19 Response Plan.

Mr. Hal Lanham updated the Board on the District's purchase and installation of a grinder pump for a residence at 17800 Kingfisher Ridge in the District. Director Taylor rejoined the teleconference. Mr. Hal Lanham stated that the District's 50% share of the cost of the related plumbing work at the residence was \$4,275. Mr. Hal Lanham stated that the District's invoice from Lantz's Lakeside Plumbing will total \$8,725. He recommended that the Board approve a partial payment in the amount of \$7,225 to Lantz's Lakeside Plumbing, subject to receipt of an invoice. Director Taylor left the teleconference. Mr. Hal Lanham stated that the payment of the remaining \$1,500 invoice will be brought to the Board for approval once the work has been completed.

Director Reiter requested AWR verify that Mr. Rapp is billed for three grinder pumps going forward.

Mr. Hal Lanham reported that the water loss in August was 10%.

Director Fawthrop requested AWR remove trash around the District's facilities. Mr. Hal Lanham stated AWR will remove the trash around the facilities. Director Taylor rejoined the teleconference.

Mr. Brett Lanham discussed the replacement of mechanical meters with electronic meters and discussed assistance he can provide to the District.

After review and discussion, Director Taylor moved to (1) accept the operator's report; and (2) approve partial payment of an invoice from Lantz's Lakeside Plumbing in the amount of \$7,225. Director Reiter seconded the motion, which passed by unanimous vote.

#### DISCUSSION REGARDING DELINQUENT ACCOUNTS AND TERMINATIONS

Mr. Hal Lanham stated he did not have a report on this agenda item.

#### ENGINEERING MATTERS

Ms. Mitchell reviewed the engineer's report, a copy of which is attached.

#### CAPITAL IMPROVEMENT PLAN ("CIP")

Ms. Mitchell stated she had no update on the CIP.

#### RECOATING OF WATER TREATMENT PLANT

Ms. Mitchell updated the Board on the recoating of the water treatment plant. She stated work began on September 22, 2020, and recoating has been completed on the piping in the treatment unit building and at booster pump station no. 2. She added that the contractor is working on the barge piping and plans to work on the ground storage tank on October 5, 2020.

Ms. Mitchell reviewed and recommended approval of Change Order No. 1 to the contract with Travis Industries, LLC ("Travis"), for recoating of the raw water piping next to the backwash basin as an increase to the contract in the amount of \$4,000. The Board determined that Change Order No. 1 is beneficial to the District.

Ms. Mitchell noted that the cost to recoat the hydropneumatics tank is \$8,900 and is in the CIP for 2023. She recommended the project remain in the CIP for 2023.

#### INSPECTIONS AND REPAIRS

Ms. Mitchell discussed an updated log of action items noted during the annual inspection of the water treatment plant.

#### ZEBRA MUSSEL REMOVAL AND PREVENTION

There was no discussion on this agenda item.

#### CONTINGENCY PLAN FOR DISTRICT FACILITIES

Mr. Mitchell stated she has requested pricing from WesTech to update the water treatment unit controls.

Ms. Mitchell stated she will continue to work with Directors Taylor and Fawthrop and AWR on a contingency plan.

Ms. Mitchell discussed the shutdown of the water treatment facilities in two to three years for maintenance. Mr. Baze stated he will obtain costs on replacement parts for the water treatment plant once he receives a report from WesTech.

#### OTHER ENGINEERING MATTERS

There was no discussion on other engineering matters.

After review and discussion, Director Reiter moved to approve Change Order No. 1 in the amount of \$4,000 as an increase to the contract with Travis, based upon the Board's finding that the change order is beneficial to the District and the engineer's recommendation. Director Fawthrop seconded the motion, which passed by unanimous vote.

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

RECEIVE TESTING RESULTS AND REPORTS REGARDING DISTRICT WATER QUALITY

Ms. Garner stated she has received reports from AWR and will report to the Board at a future date. Mr. Brett Lanham asked if the Board had requested AWR timecard information. Director Reiter requested Mr. Brett Lanham submit any information or documentation on this matter to ABHR.

FACILITIES SECURITY AND THE STORAGE AREA ADJACENT TO DISTRICT WATER TREATMENT PLANT, SECURITY OF THE DRIP FIELD AND OTHER DISTRICT FACILITIES

Director Fawthrop updated the Board on the Waterford on Lake Travis Property Owners Association II, Inc., cleanup of the storage area adjacent to the District's water treatment plant.

CLEANING AND MAINTENANCE OF DISTRICT GREENBELT IN WATERFORD, SECTION 3

Director Eckermann reported on the maintenance of the District-owned greenbelt in Waterford, Section 3.

PUBLIC COMMENTS CONTINUED

Mr. Brett Lanham made a statement regarding his departure from AWR.

DISTRICT AND PROPERTY OWNER ASSOCIATIONS COORDINATION

There was no discussion on this agenda item.

NEXT MEETING DATE AND LOCATION

Following discussion, the Board agreed to hold the next meeting on November 3, 2020, at 10:30 a.m. by teleconference, with access by telephone available to the public, pursuant to the Texas Government Code Section 551.125 and Governor Greg Abbott's emergency disaster declaration dated March 13, 2020.

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



/s/ Vance Taylor  
Secretary, Board of Directors

ATTACHMENTS TO THE MINUTES

	<u>Page</u>
Bookkeeper's report.....	2
Tax assessor/collector's report .....	2
Operator's report.....	2
Engineer's report.....	3