

MINUTES
TRAVIS COUNTY MUNICIPAL UTILITY DISTRICT NO. 10

May 5, 2020

The Board of Directors (the "Board") of Travis County Municipal Utility District No. 10 (the "District") met on the 5th day of May, 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
Ray Archer	Vice President
Vance Taylor	Secretary
Robert Ernst	Assistant Vice President
Dan Eckermann	Assistant Secretary

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

Also attending the teleconference were Don Roche, Andrew L. Fawthrop, and Andi K. Tasset, residents of the District; Cathy Mitchell and Jason Baze of Jones & Carter, Inc. ("J&C"); Hal Lanham, Brett Lanham, and Amanda Rodriguez of AWR Services, Inc.; and Kathryn Garner and Janet Swartz of Allen Boone Humphries Robinson LLP ("ABHR").

Ms. Garner reviewed certain recommended protocols for conducting the District's meeting via teleconference. She announced that the meeting was being recorded and that consultant reports presented at the meeting were posted online and available to the public in the form of an "agenda packet" prior to the start of the meeting at <https://www.districtdirectory.org/agendapackets/tcmud10>.

CONSIDER OPERATIONS AND SERVICE REQUIREMENTS RELATING TO COVID-19 EPIDEMIC AND RATIFICATION OF ANY EMERGENCY ACTIONS, IF NECESSARY

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

PUBLIC COMMENTS

Director Reiter stated the Board would receive public comments later in the meeting.

APPROVE MINUTES

The Board considered approving the minutes of the April 7, 2020, regular meeting. After review and discussion, Director Ernst moved to approve the minutes of the April 7, 2020, regular meeting. Director Eckermann seconded the motion, which passed by unanimous vote.

2020 DIRECTORS ELECTION, INCLUDING APPROVE AND DISTRIBUTE CERTIFICATES OF ELECTION, AND APPROVE DIRECTORS' SWORN STATEMENTS, BONDS, AND OATHS OF OFFICE

The Board considered approving a Certificate of Election, reflecting the election of Andi K. Tasset, Andrew L. Fawthrop, and Vance Taylor to the Board of Directors of the District, each for a four-year term. After review and discussion, Director Reiter moved to approve the Certificate of Election and the distribution of same to Directors Tasset, Fawthrop, and Taylor, and direct that the Certificate be filed appropriately and retained in the District's official records. Director Eckermann seconded the motion, which passed by unanimous vote.

Ms. Garner reviewed the Sworn Statements, Oaths of Office, and Official Bonds for Directors Tasset and Fawthrop and the Sworn Statement and Oath of Office for Director Taylor. After review and discussion, Director Eckermann moved to approve the Sworn Statements, Oaths of Office, and Official Bonds and direct that the documents be filed appropriately and retained in the District's official records, and that the Oaths of Office be filed with the Secretary of State, as required by law. Director Reiter 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. Director Reiter discussed preliminary values on the 2020 tax roll. Director Vance stated that the new values on the tax roll can be primarily attributed to new construction in the District. 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 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. After review and discussion, Director Eckermann moved to approve the tax assessor/collector's report. Director Taylor seconded the motion, which passed by unanimous vote.

ORDER ADOPTING SECTION 49.2731 ELECTRONIC BIDDING RULES AND ORDER ADOPTING ELECTRONIC SIGNATURE RULES FOR CONSTRUCTION CONTRACTS

The Board considered adopting an Order Adopting Section 49.2731 Electronic Bidding Rules to permit the receipt of bids under Section 49.273 of the Texas Water Code through electronic transmission.

The Board considered adopting an Order Adopting Electronic Signature Rules for Construction Contracts to set forth rules surrounding the receipt of electronic signatures on construction contracts.

After review and discussion, Director Reiter moved to (1) adopt an Order Adopting Section 49.2731 Electronic Bidding Rules and direct that the Order be filed appropriately and retained in the District's official records; and (2) adopt an Order Adopting Electronic Signature Rules for Construction Contracts and direct that the Order be filed appropriately and retained in the District's official records. Director Eckermann seconded the motion, which passed by unanimous vote.

DISTRICT REGISTRATION FORM

The Board considered authorizing filing of an updated District Registration Form with the Texas Commission on Environmental Quality ("TCEQ"), reflecting the terms of the newly elected directors. After review and discussion, Director Eckermann moved to authorize filing of the updated District Registration Form with the TCEQ and direct that the District Registration Form be filed appropriately and retained in the District's official records. Director Reiter seconded the motion, which passed by unanimous vote.

OPEN MEETINGS ACT AND PUBLIC INFORMATION ACT TRAINING REQUIREMENTS

Ms. Garner reviewed a Memorandum from ABHR regarding the Texas Open Meetings Act requirements. She noted that Director Tasset and Director Fawthrop, as elected public officials, have completed a required course on training responsibilities of the governmental body and its members under the Texas Government Code, Chapter 551.

CONFLICT OF INTEREST DISCLOSURE REQUIRED UNDER CHAPTER 176 OF THE TEXAS LOCAL GOVERNMENT CODE, INCLUDING REVIEW OF DISCLOSURE FORMS ADOPTED BY THE TEXAS ETHICS COMMISSION AND LIST OF LOCAL GOVERNMENT OFFICERS

Ms. Garner reviewed a Memorandum from ABHR regarding conflict of interest disclosure required under Chapter 176 of the Texas Local Government Code and disclosure forms adopted by the Texas Ethics Commission. She stated that pursuant to Chapter 176 of the Texas Local Government Code, the District maintains a List of Local Government Officers. Ms. Garner reviewed the List of Local Government Officers.

After review and discussion, the Board concurred to approve and authorize execution of the List of Local Government Officers and direct that the List be filed appropriately and retained in the District's official records.

In response to an inquiry from Director Fawthrop, Ms. Garner stated that ABHR will provide a memorandum to Directors on cybersecurity training requirements.

OPERATION OF DISTRICT FACILITIES

Mr. Brett Lanham reviewed the operator's report, a copy of which is attached. He stated that 168 customers were billed during the month of March. Mr. Lanham reported on Combined Highland Lake Storage Levels.

Mr. Brett Lanham reported on operation of the water treatment plant. He stated that the scheduling of the manufacturer's multi-point inspection of the plant components has been delayed because of COVID-19.

Mr. Brett Lanham reported on the operation of the wastewater treatment plant ("WWTP") and lift stations. He stated AWR has been addressing an odor issue at Lift Station No. 1. Mr. Lanham stated AWR responded to multiple after hour alarm calls at Lift Station No. 1. He added that the floats were adjusted and a degreaser was used to wash down the station.

Mr. Brett Lanham stated AWR is obtaining a proposal for a new auto-dialer for Lift Station No. 2.

Mr. Brett Lanham updated the Board on AWR's attempt to obtain proposals from contractors for cleanup of landscaping at the raw water line location. He stated that this work may be delayed due to COVID-19. Director Reiter requested AWR continue efforts to obtain proposals for the project.

In response to a question from Director Fawthrop on capacity in Lift Station No. 1, Mr. Brett Lanham stated that current issues are most likely due to the change in usage. Ms. Mitchell discussed the capacity in Lift Station No. 1 and stated that the capacity is adequate.

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

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

REVIEW CRITICAL LOAD SPREADSHEET FOR DISTRICT FACILITIES AND AUTHORIZE FILING OF UPDATED INFORMATION, IF APPROPRIATE

Mr. Brett Lanham stated that the Critical Load Spreadsheet is reviewed by the District's consultants annually. Ms. Garner stated the Spreadsheet has been updated

and will be filed with the Pedernales Electric Cooperative. After review and discussion, Director Reiter moved to authorize filing of the Critical Load Spreadsheet with the Pedernales Electric Cooperative, and direct that the Spreadsheet be filed appropriately and retained in the District's official records. Director Taylor seconded the motion, which passed by unanimous vote.

APPROVE CONSUMER CONFIDENCE REPORT ("CCR"), AND AUTHORIZE OPERATOR TO DELIVER CCR AND FILE CERTIFICATE OF DELIVERY WITH THE TCEQ

Mr. Brett Lanham stated AWR will prepare the CCR and present it to the Board at the next meeting. The Board tabled action on this agenda item.

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

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

WATER AND SEWER RATES AND AMENDED RATE ORDER

The Board discussed the District's Rate Order and whether tap fees cover the District's cost for the purchase and installation of electronic meters. Mr. Hal Lanham discussed the District's cost to purchase and install electronic meters. After review and discussion, Director Reiter moved to authorize ABHR to prepare an Amended Rate Order reflecting a \$400.00 increase in the tap fee for consideration at the next meeting. Director Taylor seconded the motion, which passed by unanimous vote.

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 changes to the CIP. She stated she will bring a proposal to the next meeting for J&C's design and construction services for the recoating of the water treatment plant.

INSPECTIONS AND REPAIRS, INCLUDING THE BARGE

Ms. Mitchell stated she is working with AWR to schedule the next water treatment plant inspection.

BARGE INSPECTION

Ms. Mitchell reviewed a proposal from Chapman Marina in the amount of \$3,900.00 for inspection and removal of zebra mussels from the barge. After

review and discussion, Director Eckermann moved to authorize the engineer and operator to arrange for the inspection and removal of zebra mussels from the barge by Chapman Marina for a cost of \$3,900.00. Director Reiter seconded the motion, which passed by unanimous vote.

ZEBRA MUSSEL REMOVAL AND PREVENTION

Ms. Mitchell stated she is reviewing options for new raw water pump screens that may deter zebra mussels from attaching to the screens.

OTHER ENGINEERING MATTERS

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

REPORT REGARDING DEVELOPMENT

Director Reiter stated there was no update on development.

MOWING AND MAINTENANCE OF GREENBELT IN WATERFORD, SECTION 3, INCLUDING MAINTENANCE AGREEMENT WITH WATERFORD PROPERTY OWNERS ASSOCIATION

Director Eckermann stated that Ms. Garner submitted a Maintenance Agreement to the Waterford Property Owners Association for Section 3, setting forth the terms under which the District will provide funding for the maintenance of the greenbelt on property owned by the District and located in Waterford Section 3C04, Lot 1, Block B (the "Greenbelt"). He added that the Waterford Property Owners Association has elected to not enter into a Maintenance Agreement with the District. Director Eckermann discussed the utilities on the property that were used to service the sales trailer that was previously on the property. He discussed deactivation of the electrical meter. Director Eckermann added the irrigation system on the property could be reactivated. He stated that he will identify the maintenance items to be completed on the Greenbelt and obtain the costs to complete the items. Director Reiter stated the Board will discuss the cleanup and maintenance of the Greenbelt at the next meeting. The Board took no action on this agenda item.

GARBAGE COLLECTION AND RECYCLING

There was no discussion on this agenda item.

UPDATE ON DISTRICT WEBSITE

Director Reiter stated he is in favor of continuing to contract with The Texas Network for website services. Ms. Garner stated Ms. Mitchell has provided updated information for the website. She added she will send the information to the Board for review. Director Fawthrop stated the website serves the function of providing information on the operations of the District and is not set up as a communication website. Director Reiter stated that he did not think the website was frequently used by District residents. He added the Board welcomes Director Fawthrop's recommendations on the website.

DISTRICT NEWSLETTER

There was no discussion on this agenda item.

COMMUNITY SAFETY

Director Eckermann stated he will include safety items in his recommendations for maintenance of the Greenbelt. The Board took no action on this agenda item.

REORGANIZE THE BOARD AND ELECT OFFICERS

The Board considered reorganizing the Board of Directors. Following discussion, Director Reiter moved to reorganize the Board as follows:

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

Director Fawthrop seconded the motion, which passed by unanimous vote.

CONTINGENCY PLAN FOR DISTRICT FACILITIES

Director Taylor stated he did not have an update on this agenda item.

OPERATION OF DISTRICT FACILITIES CONTINUED

Mr. Brett Lanham discussed AWR's preparation of the annual report on implementation of the District's Water Conservation Plan. After discussion, Director Reiter moved to approve the annual report on implementation of the Water Conservation Plan, and direct that the report be filed appropriately and retained in the District's official records. Director Taylor seconded the motion, which passed by unanimous vote.

PUBLIC COMMENTS

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

Director Reiter requested that a Resolution Establishing Additional In-District Meeting Places be added to the next agenda. Ms. Garner noted that arrangements are being made with the Property Owners Association (“POA”) to have the gate open at the entrance of the subdivision during future Board meetings, once the Governor Greg Abbott’s emergency disaster declaration has expired.

Director Reiter discussed that there are vehicles being stored on a lot adjacent to the water plant which may be a safety issue. Director Fawthrop recommended that the POA be notified that vehicles and boats should be stored away from the water plant.

NEXT MEETING DATE AND LOCATION

Following discussion, the Board agreed to hold the next meeting on June 2, 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

(SEAL)



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