

MINUTES  
TRAVIS COUNTY MUNICIPAL UTILITY DISTRICT NO. 10

June 2, 2020

The Board of Directors (the "Board") of Travis County Municipal Utility District No. 10 (the "District") met on the 2nd day of June, 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 Ashlee Martin of McCall Gibson Swedlund Barfoot PLLC; Kim Courte of Arthur J. Gallagher & Co.; Cathy Mitchell and Jason Baze of Jones & Carter, Inc. ("J&C"); Hal 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>.

PUBLIC COMMENTS

Director Reiter offered any members of the public attending the meeting by telephone the opportunity to make public comment. There were no comments from the public.

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.

## APPROVE MINUTES

The Board considered approving the minutes of the May 5, 2020, regular meeting. After review and discussion, Director Fawthrop moved to approve the minutes of the May 5, 2020, regular meeting. Director Tasset seconded the motion, which passed by unanimous vote.

## AUTHORIZE RENEWAL OF DISTRICT'S INSURANCE POLICIES

Ms. Courte reviewed a proposal from Arthur J. Gallagher & Co. ("Gallagher") for renewal of the District's insurance policies. In response to questions from Director Fawthrop, Ms. Courte reviewed coverage under the Directors and Officers Liability Policy, General Liability Policy, and Property Policy. Following review and discussion, Director Reiter moved to accept the proposal from Gallagher for renewal of the District's insurance policies and direct that the proposal be filed appropriately and retained in the District's official records. Director Taylor seconded the motion, which passed by unanimous vote.

Mr. Lanham reviewed AWR's procedures regarding the protection of customer information. He added that parts of AWR's report containing resident addresses is only distributed to the Board.

## FINANCIAL AND BOOKKEEPING MATTERS

The Board reviewed the bookkeeper's report, a copy of which is attached. After review and discussion, Director Reiter moved to approve the bookkeeper's report and the checks listed on the report. Director Eckermann 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. Director Reiter discussed preliminary values on the 2020 tax roll. Director Vance discussed new construction in the District and the potential values the construction will add to the District's tax base. Director Reiter recommended that the Board defer authorizing the delinquent tax attorney to commence the collection of delinquent taxes. The Board concurred to defer authorizing the delinquent tax attorney to commence the collection of delinquent taxes. After review and discussion, Director Reiter moved to approve the tax assessor/collector's report. Director Eckermann seconded the motion, which passed by unanimous vote.

## AUDIT FOR FISCAL YEAR END FEBRUARY 29, 2020

Ms. Martin presented and reviewed the District's audit for the fiscal year end February 29, 2020. Following review and discussion, Director Taylor moved to approve the audit subject to final director and consultant review, authorize filing of the audit

with the Texas Commission on Environmental Quality (“TCEQ”), and direct that the audit be filed appropriately and retained in the District’s official records. Director Eckermann seconded the motion, which passed by unanimous vote.

#### ADOPT RESOLUTION ESTABLISHING ADDITIONAL IN-DISTRICT MEETING PLACES

The Board considered establishing additional in-district meeting places of the District. Ms. Garner presented a Resolution Establishing Additional In-District Meeting Places reflecting (1) meeting places are established at 17805 Kingfisher Ridge Cove and 17817 Kingfisher Ridge Cove; (2) meeting places will remain at 1405 Osprey Ridge Loop, 1845 Kingfisher Ridge Cove and 18001 Kingfisher Ridge Drive; and (3) removal of 1325 Osprey Ridge Loop and 1300 Osprey Ridge Loop as meeting places. Following review and discussion, Director Reiter moved to adopt a Resolution Establishing Additional In District Meeting Places and direct that the Resolution be filed appropriately and retained in the District’s official records. Director Tasset 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. He stated that 168 customers were billed during the month of April. Mr. Lanham reported on Combined Highland Lake Storage Levels.

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

Mr. Lanham stated AWR received a report that people were trespassing on the District’s wastewater disposal fields. He added that Director Reiter and the Sheriff were contacted. Mr. Lanham stated that boulders have been installed to keep intruders off of the fields. Mr. Lanham stated that the Sheriff can be contacted if people are trespassing on the fields in the future.

Mr. Lanham reported that Ms. Tammy Hargett will join AWR as the CEO. He added that he will continue to be the AWR contact for the Board members, and Ms. Hargett will be copied on all communications.

Director Fawthrop requested that AWR take the directors on a tour of District facilities once COVID-19 restrictions have been lifted.

Mr. Lanham reported on a repair to a grinder pump on Osprey Ridge Loop and stated that a new tap and check valve were installed.

After review and discussion, Director Reiter moved to accept the operator’s report. Director Fawthrop 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 TCEQ

Mr. Lanham discussed the Consumer Confidence Report with the Board. Following review and discussion, Director Reiter moved to approve the Consumer Confidence Report and authorize the operator to deliver the Consumer Confidence Report and file the certificate of delivery with the TCEQ. Director Tasset 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 there were no delinquent accounts for termination.

ADOPT AMENDED RATE ORDER

Ms. Garner reviewed an Amended Rate Order with the Board. She stated the Rate Order has been amended to reflect a \$400 increase in the sewer tap fee for all Single-Family Residential Users, as set forth in Section 2 of the Amended Rate Order, and all tap fees for Single-Family Residential Users set forth in Section 2A of the Amended Rate Order to cover the District’s cost to purchase and install electronic meters. After review and discussion, Director Taylor moved to adopt the Amended Rate Order and direct that the Order be filed appropriately and retained in the District’s official records. Director Reiter 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 will update the CIP as needed, based upon the recent inspection of the water plant. Ms. Mitchell stated J&C is reevaluating the scope of work for the water plant recoating, and she will present a proposal for J&C design and construction services at the next meeting.

INSPECTIONS AND REPAIRS, INCLUDING THE BARGE

Ms. Mitchell reported on the water plant inspection. She stated J&C will prepare a report on the findings and maintenance recommendations for presentation to the Board.

BARGE INSPECTION

Ms. Mitchell stated she is working with Chapman Marina to schedule the inspection and removal of zebra mussels from the barge.

### ZEBRA MUSSEL REMOVAL AND PREVENTION

Ms. Mitchell stated AWR removed the zebra mussel sampler from the barge last week and will clean and return it to the barge.

### CONTINGENCY PLAN FOR DISTRICT FACILITIES

Ms. Mitchell stated J&C is coordinating with Director Vance to assess risks associated with the facilities and the creation of a contingency plan.

### OTHER ENGINEERING MATTERS

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

### CLEANING AND MAINTENANCE OF DISTRICT OWNED GREENBELT IN WATERFORD, SECTION 3

Director Eckermann stated that he has identified the maintenance items to be completed on the District owned greenbelt in Waterford, Section 3, and obtained the costs to complete the items.

Director Eckermann stated that there were two maintenance items that needed priority – mowing the greenbelt and implementing a firewise program. Director Eckermann recommended the Board set a budget of \$2,000 for mowing and maintenance. He discussed implementation of a firewise program for the greenbelt and stated it could cost approximately \$4,000. Director Taylor stated that the District may be able to coordinate a firewise program when the Waterford Property Owners Association (“POA”) for Section 3 initiates a program. Director Eckermann stated that the POA does not currently have plans for a firewise program. Director Reiter discussed the removal of overgrowth in the area. Mr. Lanham stated he will review the overgrowth and possible methods for removal. Director Reiter recommended that the District proceed with the mowing and cleanup of the greenbelt and that the Board consider the firewise program when the POA initiates its program. After discussion, Director Reiter moved to authorize Director Eckermann to make arrangements for mowing and cleanup of the greenbelt. Director Tasset seconded the motion, which passed by unanimous vote.

### NEXT MEETING DATE AND LOCATION

Following discussion, the Board agreed to hold the next meeting on July 7, 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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