

MINUTES  
TRAVIS COUNTY MUNICIPAL UTILITY DISTRICT NO. 10

December 1, 2020

The Board of Directors (the "Board") of Travis County Municipal Utility District No. 10 (the "District") met on the 1st day of December, 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 Kevin Montheith, resident of the District; Cathy Mitchell and Jason Baze of Jones & Carter, Inc. ("J&C"); 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. There were no comments from the public.

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

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

APPROVE MINUTES

The Board considered approving the minutes of November 3, 2020, regular meeting. After review and discussion, Director Fawthrop moved to approve the minutes of the November 3, 2020, regular meeting. Director Eckermann 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 certified values in the District. Director Taylor discussed legal fees and requested ABHR make recommendations to the Board on additional director involvement in District matters that could possibly reduce legal fees. Ms. Garner discussed legal services for the District. Director Reiter requested the District's consultants review the budget and send information to the bookkeeper for the proposed budget for the fiscal year ending February 28, 2022. After review and discussion, Director Taylor moved to approve the bookkeeper's report and the checks listed on the report. Director Tasset 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 Taylor moved to approve the tax assessor/collector's report. Director Tasset seconded the motion, which passed by unanimous vote.

## REVIEW AND UPDATE EMINENT DOMAIN REPORT TO THE TEXAS COMPTROLLER

Ms. Garner reported that ABHR has filed the District's Eminent Domain Authority Annual Report with the Comptroller of the State of Texas pursuant to Senate Bill 1812. After discussion, Director Reiter moved to accept ABHR's report on the filing of the District's Eminent Domain Authority Annual Report. Director Taylor seconded the motion, which passed by unanimous vote.

## ASSOCIATION OF WATER BOARD DIRECTORS ("AWBD") 2021 WINTER CONFERENCE

Director Reiter stated that the AWBD conference will be held virtually on January 29-30, 2021.

## OPERATION OF DISTRICT FACILITIES

Mr. Lanham reviewed the operator's report, a copy of which is attached. He stated that 175 customers were billed during the month of October.

Mr. Lanham stated that the area around the water treatment plant has been cleaned up and a small commercial dumpster has been placed at the site.

Mr. Lanham stated that the clay valve on pump no. 1 at the water treatment plant has been partially repaired and one component will be installed upon arrival.

Mr. Lanham reported on the plans for the extension of the District's lines to serve a tract on Watercliffe Drive owned by Mr. Peterka. He stated that he is coordinating with J&C on the plans for the extension of the District's lines. Director Reiter noted that the cost to extend the lines will be paid by the homeowner. Mr. Lanham stated he will provide a cost estimate to Mr. Peterka and request he sign the estimate to indicate his agreement to the cost.

Mr. Lanham stated that the District's water line was damaged at 1312 Watercliffe Drive by a resident operating a lawn mower. He stated the cost to repair the line is \$2,012 and AWR will send the resident an invoice for the repair cost.

Mr. Lanham reported that water loss in December was 9%. He stated that the information from the Eaton Power Quality Meter will be provided to J&C for review.

Director Reiter discussed AWR's plans for preparation of the District's facilities for extreme cold weather. Mr. Lanham stated AWR is preparing the facilities for extreme cold weather.

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

Mr. Lanham stated that he did not have a report on delinquent accounts and terminations.

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

#### REPORT REGARDING DISTRICT WATER QUALITY AND FINANCIAL CONCERNS

There was no discussion 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. She stated she will present a plan for 2021 in January.

#### RECOATING OF WATER TREATMENT PLANT

Ms. Mitchell stated that the recoating of the water treatment plant is completed. She added that the contractor needs to complete minor cleanup items and disinfect the ground storage tank. She reviewed a Certificate of Substantial Completion and recommended approval of Pay Estimate No. 2 in the amount of \$17,950.50.

### INSPECTIONS AND REPAIRS

Ms. Mitchell stated that an updated log of action items noted during the annual inspection of the water treatment plant was sent to the Board members.

### ZEBRA MUSSEL REMOVAL AND PREVENTION

Ms. Mitchell stated that J&C coordinated with Chapman Marine and a screen manufacturer to determine the cost of copper nickel coated screens for the raw water pumps. She recommended obtaining a proposal from Chapman Marine to procure and install the copper nickel coated screens during the next inspection in January, 2021. Mr. Baze discussed the functionality of the screens and stated that the copper nickel coated screens should deter zebra mussels from clogging the screens. Ms. Mitchell stated she will obtain a proposal from Chapman Marine for procurement and installation of the copper nickel coated screens.

### CONTINGENCY PLAN FOR DISTRICT FACILITIES

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

### OTHER ENGINEERING MATTERS

After review and discussion, Director Taylor to (1) accept the engineer's report; and (2) approve Pay Estimate No. 2 in the amount of \$17,950.50 for recoating of water treatment plant, based upon the engineer's recommendation. Director Eckermann seconded the motion, which passed by unanimous vote.

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

There was no discussion on this agenda item.

### DISTRICT AND PROPERTY OWNER ASSOCIATIONS COORDINATION

Mr. Monteith requested information of restructuring of the District's outstanding bonds. Director Reiter stated that he communicates with the District's financial advisor on refinancing of the outstanding bonds and there is not currently an advantage to issuing refunding bonds.

Mr. Monteith requested an investigation of a sewer odor in the District near the lift station. Also, he requested that AWR consider using a local bank for District deposits due to his check being lost. Mr. Lanham stated he will investigate the

lost check and options to use a local bank and report to the Board at the next meeting.

BOARD MEMBER INPUT REGARDING ISSUES FACING THE DISTRICT

Director Reiter discussed additional involvement of Board members on District matters in order to reduce the consultant's fees.

NEXT MEETING DATE AND LOCATION

Following discussion, the Board agreed to hold the next meeting on January 5, 2021, 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

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