

MINUTES
TRAVIS COUNTY MUNICIPAL UTILITY DISTRICT NO. 10

October 5, 2021

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 October 5, 2021, in 1845 Kingfisher Ridge Cove, Lago Vista, Texas, inside the boundaries of the District, and the roll was called of the members of the Board:

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

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

Also present at the meeting were Tammy Hargett of AWR Services, Inc. ("AWR"); and Kathryn Garner of Allen Boone Humphries Robinson LLP ("ABHR").

Due to the COVID-19 virus epidemic emergency and the high threat level warnings issued by various governments and agencies, the District established a telephone option for members of the public to listen to the meeting and to address the Board.

Also present by telephone were Hal Lanham of AWR; Cathy Mitchell of Jones & Carter, Inc. ("J&C"); and Janet Swartz of ABHR.

PUBLIC COMMENTS

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 the September 7, 2021, regular meeting. Director Taylor requested that the minutes be amended to reflect that Director Reiter stated that District information can be located on the District's website. After review and discussion, Director Eckermann moved to approve the minutes of the September 7,

2021, meeting as amended. Director Reiter seconded the motion, which passed by unanimous vote.

FINANCIAL AND BOOKKEEPING MATTERS AND ADOPT AMENDED BUDGET FOR FISCAL YEAR ENDING FEBRUARY 28 ,2022

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.

REVIEW ARBITRAGE REBATE REPORT FOR THE SERIES 2011 BONDS

Ms. Garner stated that OmniCap Group LLC has completed the Interim Excess Earnings Report on the District's Series 2011 Unlimited Tax and Revenue Bonds (the "Report"). She added that the Report reflects that no yield reduction payment is due to the Internal Revenue Service. After review and discussion, Director Taylor moved to accept the Report and direct that the Report be filed appropriately and retained in the District's official records. Director Fawthrop 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 Reiter moved to approve the tax assessor/collector's report. Director Eckermann seconded the motion, which passed by unanimous vote.

OPERATION OF DISTRICT FACILITIES

Ms. Hargett reviewed the operator's report, a copy of which is attached. She stated that 194 customers were billed during the month of August.

Ms. Hargett reported on the Highland Lake Storage levels.

Ms. Hargett reported that the District is in stage 1 of the Drought Contingency Plan and signs have been posted in the District.

Ms. Hargett stated that the ClaVal at booster pump no. 1 at the water treatment plant needs to be replaced for a cost of \$5,576. After discussion, Director Fawthrop moved to authorize AWR to replace the ClaVal for a cost of \$5,576. Director Reiter seconded the motion, which passed by unanimous vote.

Ms. Hargett stated that the transducers at the water treatment plant need to be replaced for a cost of \$5,980. After discussion, Director Taylor moved to authorize AWR to replace the transducers for a cost of \$5,980. Director Fawthrop seconded the motion, which passed by unanimous vote.

Director Fawthrop requested that AWR and J&C finalize the risk analysis and send it to himself and Director Eckermann for review.

Ms. Hargett stated that new pumps are on order for lift station no. 1 and may arrive within 2 to 4 weeks.

Mr. Hargett stated that AWR prepared a water and sewer rate study and tap fee summary. Director Taylor stated that he will review the study and discuss the study at the next meeting.

Ms. Hargett stated that AWR is in the process of testing fire hydrants in the District and will report on the testing when it is completed.

Ms. Hargett stated that a fire hydrant was installed at 912 Watercliff Drive prior to construction of the home. She added that after the home was constructed dirt and sod were placed around the hydrant. Ms. Hargett stated that the homeowners need to remove the dirt and sod in order to expose the hydrant. The Board asked AWR to contact the homeowner and request that the dirt and sod around the hydrant be removed. The Board concurred that the homeowner will be invoiced for the removal of the dirt and sod by the District if the hydrant is not properly exposed.

Ms. Hargett stated that AWR is ordering supplies for winterizing the facilities.

Mr. Lanham discussed an Amendment to the Professional Service Agreement with AWR. After review and discussion, Director Fawthrop moved to approve the Amendment to the Professional Service Agreement with AWR and direct that the Amendment be filed appropriately and retained in the District's official records. Director Reiter seconded the motion, which passed by unanimous vote.

Director Fawthrop discussed the preparation of the Emergency Preparedness Plan that will be submitted to the Texas Commission on Environmental Quality. He requested AWR's estimate of costs to work on the plan with J&C.

Ms. Garner reviewed a memorandum with the Board regarding legislative changes to Section 182.052, Utilities Code, relating to confidentiality of certain personal and billing information of utility customers, a copy of which is attached. She said such information must be kept confidential, with certain exceptions, unless the customer requests disclosure. Ms. Garner discussed the requirement for the District to provide notice of the customer's right to request disclosure, along with a request form, by including the notice and form with the utility bills sent to customers or by posting the notice and form on the District's website. Ms. Hargett confirmed that AWR received the required notice and form language from ABHR for inclusion on the utility bills.

After discussion, the Board concurred to post the notice and form on the District's website in addition to including the notice and form with the utility bills.

Director Fawthrop requested AWR consider including information on customer confidentiality on documents provided to third-party service providers.

Ms. Hargett did not report on any delinquent accounts.

Director Eckermann recommended that the Emergency Preparedness Plan include plans to notify customers prior to ceasing the operation of the water treatment plant.

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

DISCUSS MAINTENANCE REQUEST FROM HOMEOWNERS ON VALLEY HILL DRIVE OF ROAD IN EASEMENT

Director Taylor stated that the District received a notice from Mr. and Mrs. Bandow of the condition of the road located in the easement granted to them by the District in 2011, that provides access to their residence located at 505 Valley Hill Drive. After discussion, Director Reiter moved to authorize ABHR to prepare a letter to Mr. and Mrs. Bandow reflecting that (1) the District inspected the road and determined that its current condition meets the requirements of the District for accessing its facilities; and (2) the Easement Agreement for Access provides that all repairs, maintenance, and improvements to the Easement are to be performed at no cost to District. Director Fawthrop 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 that emergency generators for the water plant and the raw water barge were added to the CIP plan for 2022.

The Board requested that Ms. Mitchell prepare information on the options for alternative power supply.

Ms. Mitchell updated the Board on the installation of the SCADA system. She added that the manufacturer of the software for the water treatment unit has asked the District to provide a request that they release the software to the contractor installing the SCADA system. She recommended that the Board authorize J&C to work with Director Taylor to prepare a request from the District to the manufacturer for release

of the software to the contractor installing the SCADA system. After discussion, Director Reiter moved to authorize J&C to work with Director Taylor to prepare a request from the District to the manufacturer for release of the software for the water treatment unit to the contractor installing the SCADA system. Director Fawthrop seconded the motion, which passed by unanimous vote.

INSPECTIONS AND REPAIRS

Ms. Mitchell presented a log of action items from the annual inspection of the water plant. She stated that J&C is researching options for marking the raw waterline so movement can be tracked over time.

ZEBRA MUSSEL REMOVAL AND PREVENTION

Ms. Mitchell stated that the barge will be inspected in December 2021.

CONTINGENCY PLAN FOR DISTRICT FACILITIES

Ms. Mitchell stated that she did not have a report on this agenda item.

PROPOSAL FOR PREPARATION OF EMERGENCY PREPAREDNESS PLAN

Ms. Mitchell discussed a proposal for the preparation and filing of the Emergency Preparedness Plan. After review and discussion, Director Taylor moved to approve the proposal from J&C for preparation of the Emergency Preparedness Plan and direct that the proposal be filed appropriately and retained in the District's official records. Director Reiter seconded the motion, which passed by unanimous vote.

Ms. Mitchell reported that J&C submitted a letter to Travis County regarding the drainage easement release requested by the resident at 1507 Osprey Ridge Loop.

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

APPROVE AND AUTHORIZE PREPARATION AND FILING OF EMERGENCY PREPAREDNESS PLAN.

There was no further discussion on this agenda item.

REPORT REGARDING DEVELOPMENT IN THE DISTRICT

There was no discussion on this agenda item.

DISTRICT AND PROPERTY OWNERS ASSOCIATIONS COORDINATION AND BOARD MEMBER INPUT REGARDING ISSUES FACING THE DISTRICT

Director Eckermann updated the Board on property owners' associations matters.

FREEZE EVENT LESSONS LEARNED FOLLOWUP

There was no discussion on this agenda item.

CONTINGENCY PLANNING FOLLOWUP

There was no discussion on this agenda item.

REPORT ON DISTRICT WEBSITE

Ms. Hargett updated the Board on website matters.

NEWSLETTER, COMMUNICATIONS WITH RESIDENTS AND/OR PROPERTY OWNERS REGARDING UPDATES TO IRIS DISTRICT COMMUNICATION SYSTEM AND OTHER DISTRICT COMMUNICATIONS

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 2, 2021, at 10:30 a.m. at 1405 Osprey Ridge Loop, Lago Vista, Texas and with access by telephone, the December 2021 meeting at 18001 Kingfisher Ridge Dr., Lago Vista, Texas, and the January 2022 meeting at 17805 Kingfisher Ridge Drive, Lago Vista, Texas.

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


Secretary, Board of Directors

(SEAL)



ATTACHMENTS TO THE MINUTES

	<u>Page</u>
Bookkeeper's report.....	2
Tax assessor/collector's report	2
Operator's report.....	2
Memorandum - Implementation of New Legislation	3
Engineer's Report.....	4