

MINUTES
TRAVIS COUNTY MUNICIPAL UTILITY DISTRICT NO. 10

January 4, 2022

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 January 4, 2022, at 17805 Kingfisher Ridge Drive, 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, 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 Cathy Mitchell of Jones & Carter, Inc. ("J&C"); Hal Lanham of AWR; and Janet Swartz of ABHR.

PUBLIC COMMENTS

There were no comments from the public.

APPROVE MINUTES

The Board considered approving the minutes of the December 7, 2021, regular meeting. Director Fawthrop requested the minutes be amended to reflect that Director Taylor reported on freeze event lessons learned and contingency planning. After review and discussion, Director Eckermann moved to approve the minutes of the December 7, 2021, meeting as amended. Director Fawthrop 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 Taylor moved to approve the bookkeeper's report and the checks listed on the report. Director Eckermann seconded the motion, which passed by unanimous vote.

BUDGET FOR FISCAL YEAR ENDING FEBRUARY 28, 2023

The Board reviewed a proposed budget for the fiscal year ending February 28, 2023. The Board requested that the bookkeeper revise the budget to reflect \$300,000 for the Capital Improvement Plan ("CIP"). After review and discussion, Director Taylor moved to adopt the budget for the fiscal year ending February 28, 2023. 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 Reiter moved to approve the tax assessor/collector's report. Director Fawthrop 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 198 customers were billed during the month of November.

Ms. Hargett reported on the Highland Lake Storage levels.

Ms. Hargett stated that a new meter has been ordered for the water plant and the cost will be \$2,875.

Ms. Hargett reported on the lift station no. 1 piping replacement.

Mr. Lanham discussed the draining and recharging of the raw water line.

Ms. Hargett reported that there were no delinquent accounts.

After review and discussion, Director Taylor moved to accept the operator's report. 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.

CIP

Ms. Mitchell discussed the preparation of the Emergency Preparedness Plan. She stated that the CIP has been updated to include the installation of an emergency generator at the water plant.

Ms. Mitchell discussed a proposal for engineering services for design and construction of the emergency generator at the water plant site.

Ms. Mitchell updated the Board on the installation of the SCADA system.

Ms. Mitchell reviewed a proposal for installation of a new liner for the backwash basin in the amount of \$38,000.

INSPECTIONS AND REPAIRS

Ms. Mitchell stated that the action items from the annual inspection of the water plant have been completed.

ZEBRA MUSSEL REMOVAL AND PREVENTION

Ms. Mitchell presented a report from Chapman Marine on inspection of the barge. She presented a proposal from Chapman Marine in the amount of \$6,820 for maintenance at the barge. Ms. Garner stated that the proposal will be added to the Service Agreement between Chapman Marine, Inc., and the District.

CONTINGENCY PLAN FOR DISTRICT FACILITIES

There was no discussion on this item.

REQUESTS FOR SERVICE OR UTILITY COMMITMENT LETTERS

There was no discussion on this item.

OTHER ENGINEERING MATTERS

Ms. Mitchell stated that she is working on a punch list for items under warranty for the water plant recoating project.

After review and discussion, Director Taylor moved to (1) accept the engineer's report; (2) approve the proposal from J&C for design and construction of the emergency generator at the water plant site and direct that the proposal be filed appropriately and retained in the District's official records; (3) authorize AWR to

arrange for the liner of the backwash basin to be replaced for a cost of \$38,000; and (4) approve the proposal from Chapman Marine in the amount of \$6,820 and direct that the proposal be attached to the Service Agreement and be filed appropriately and retained in the District's official records. Director Reiter seconded the motion, which passed by unanimous vote.

UPDATE ON EMERGENCY PREPAREDNESS PLAN AND IMPLEMENTATION TIMELINE FOR SUBMITTAL TO TEXAS COMMISSION ON ENVIRONMENTAL QUALITY

Ms. Garner reviewed a memorandum regarding requirements enacted by the Texas Legislature to address emergency operations of certain utilities during extended power outages, a copy of which is attached. She stated that retail and wholesale water suppliers with residential customers located in a county other than Harris and Fort Bend counties must prepare and submit to the Texas Commission on Environmental Quality ("TCEQ") an emergency preparedness plan demonstrating the ability to operate their water system at a certain water pressure during an extended power outage, along with a timeline for implementing the plan. She added that the plan must be submitted for TCEQ approval by March 1, 2022 and implemented by July 1, 2022. The Board concurred to authorize J&C to prepare and submit the District's emergency preparedness plan to the TCEQ.

AMEND RATE ORDER

Ms. Garner discussed recently enacted legislation prohibiting certain retail water or sewer providers from imposing late fees or terminating service for nonpayment of water bills that become due during a period when the previous day's highest temperature and the predicted temperature for the next 24 hours is not higher than 28 degrees Fahrenheit. She presented a proposed Amended Rate Order incorporating such provisions. After review and discussion, Director Eckermann moved to adopt the Amended Rate Order and direct that the Order be filed appropriately and retained in the District's official records. Director Tasset seconded the motion, which passed unanimously.

Director Taylor stated that he will coordinate with AWR and Director Tasset on a proposal for requesting residents reduce water usage during emergencies.

ANNUAL REPORT REGARDING POST-ISSUANCE COMPLIANCE

Ms. Garner reported on the District's compliance activities during the prior calendar year related to bond financings. She stated that no corrective action is required at this time. After discussion, Director Taylor moved to approve the annual report. Director Tasset seconded the motion, which passed by unanimous vote.

ANNUAL DISCLOSURE STATEMENTS

Ms. Garner stated that in accordance with the District's Investment Policy, Ms. Jarmon and Mr. Holland, as the District's Investment Officer and Bookkeeper, are required to execute disclosure statements that disclose any relationships with banks and brokers who seek to sell investments to the District. She added that the Disclosure Statements will be filed with the Texas Ethics Commission. After review and discussion, Director Fawthrop moved to accept the Disclosure Statements pursuant to the District's Investment Policy and the Public Funds Investment Act and direct that the statements be filed appropriately and retained in the District's official records. Director Eckermann seconded the motion, which passed by unanimous vote.

RESOLUTION ESTABLISHING ADDRESSES AND METHODS FOR TEXAS PUBLIC INFORMATION ACT REQUESTS

Ms. Garner reviewed with the Board a memorandum regarding designating addresses and methods for receipts of requests for public information under the Texas Public Information Act ("TPIA Requests"), a copy of which is attached. The Board considered designating a mailing address and an email address and approving other methods for receipts of TPIA Requests, pursuant to Section 552.234 of the Texas Government Code. After review and discussion, Director Taylor moved to (1) adopt a Resolution Establishing Addresses and Methods for Texas Public Information Act Requests ("Resolution") to (a) designate the address of the District's official office as the mailing address and tra010@txdistricts.info as the email address for receipt of TPIA Requests to the District and (b) direct that the designated addresses and methods be printed on the sign displayed by the District under Section 552.205, Texas Government Code, and be posted continuously on the District's Internet website; and (2) direct that the Resolution be filed appropriately and retained in the District's official records. Director Reiter seconded the motion, which passed by unanimous vote.

REPORT REGARDING DEVELOPMENT IN THE DISTRICT

Director Taylor reported on development in the District.

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

There was no discussion on this agenda item.

FREEZE EVENT LESSONS LEARNED FOLLOW UP

Director Taylor stated that he is preparing a report on freeze event lessons learned.

CONTINGENCY PLANNING FOLLOW UP

Director Taylor stated that he is preparing preparation a report on contingency planning.

REPORT ON DISTRICT WEBSITE

Director Tasset reported on the website.

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

Director Tasset discussed the preparation of the next newsletter to go out at the end of January, 2022.

2022 DIRECTORS ELECTION

Ms. Garner discussed procedures related to the 2022 Directors Election. She reviewed a Resolution Designating an Agent of the Secretary of the Board of Directors During the 2022 Directors Election Period. Following review and discussion, Director Taylor moved to adopt a Resolution Designating an Agent of the Secretary of the Board of Directors During the 2022 Directors Election Period appointing Janet Swartz as the agent of the Secretary of the Board of Directors to perform the duties of the District's Directors Election, authorize the agent to post the related notice as required, and direct that the Resolution be filed appropriately and retained in the District's official records. Director Reiter seconded the motion, which passed by unanimous vote.

Ms. Garner reported on requirements to post a Notice of Deadline to File Applications for Place on the Ballot for the 2022 Directors Election. Following discussion, Director Taylor moved to authorize the Secretary's agent to post the notice as required. Director Reiter seconded the motion, which passed by unanimous vote.

Ms. Garner stated that the District may contract with Travis County (the "County") to conduct the District's 2022 Directors Election. The Board tabled action on this agenda item.

CONVENE IN EXECUTIVE SESSION PURSUANT TO SECTION 551.071, TEXAS GOVERNMENT CODE, TO CONDUCT A PRIVATE CONSULTATION WITH ATTORNEY, AND DISCUSS PENDING OR CONTEMPLATED LITIGATION

The Board did not convene in executive session.

NEXT MEETING DATE AND LOCATION

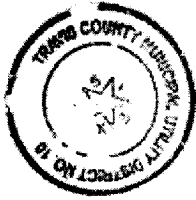
Following discussion, the Board agreed to hold the February 1, 2022, meeting at 17817 Kingfisher Ridge Dr., the March 1, 2022 meeting at 1845 Kingfisher Ridge Cove, and the April 5, 2022 meeting at 1405 Ospey Ridge Loop and with access by telephone.

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
Engineer's Report.....	3
Memorandum addressing Emergency Preparedness Plan.....	4
Memorandum regarding TPIA Requests	5