

MINUTES  
TRAVIS COUNTY MUNICIPAL UTILITY DISTRICT NO. 10

April 5, 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 April 5, 2022, at 18001 Kingfisher Ridge Drive, Lago Vista, Texas 78645, 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 John Sneed, resident of the District; and Tammy Hargett of AWR Services, Inc. ("AWR"); and Kathy 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 Quiddity; Hal Lanham of AWR; Brittany Keeswood of Assessments of the Southwest, Inc. ("ASW"); and Holly Huston of ABHR.

PUBLIC COMMENTS

There were no comments from the public.

APPROVE MINUTES

The Board considered approving the minutes of the March 1, 2022, regular meeting. After review and discussion, Director Reiter moved to approve the minutes of the March 1, 2022, meeting. Director Fawthrop 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. Discussion ensued regarding the budget and related variance matters. After review and discussion, Director Reiter 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 Fawthrop seconded the motion, which passed by unanimous vote.

## CONSIDER AMENDMENT TO AGREEMENT FOR SERVICES OF TAX ASSESSOR/COLLECTOR

Ms. Silva presented and reviewed an Amendment to the Agreement for Services of Tax Assessor/Collector between the District and ASW (the "Amendment"). She reported that the purpose of the Amendment are as follows: (1) to include a provision that permits ASW to charge the district for the actual fees ASW pays to the bank for the district's tax account up to a maximum of \$65 per month; and (2) modify the additional fees to be charged for work on the District's Continuing Disclosure Report and bond sales. Following review and discussion, Director Taylor moved to approve the Amendment as presented. Director Fawthrop seconded the motion, which passed by a unanimous vote.

## OPERATION OF DISTRICT FACILITIES

Ms. Hargett reviewed the operator's report, a copy of which is attached. She stated that 201 customers were billed during the month of February.

Ms. Hargett reported on the Highland Lake Storage levels.

Ms. Hargett updated the board on the liner of the backwash basin and stated the check valve to prevent back flow of the raw water line has been ordered. She stated that Quiddity in its report will present a revised proposal from Tetra Tech to install a new liner over the current liners.

Director Eckermann joined the meeting.

Ms. Hargett updated the Board regarding the status of the District's raw water lines during the freezes. Discussion ensued regarding ongoing maintenance matters with the raw water lines.

Ms. Hargett reported the new Lower Colorado River Authority ("LCRA") meter was installed during March.

Ms. Hargett updated the Board on customer calls for water and grinder pumps, noting the customers inquiring regarding water leaks were instructed to call a plumber and one new grinder pump was installed as a result of the pump alarm call.

The operator's report did not reflect any delinquent accounts.

Ms. Hargett reported that the water loss in the District was 14%, noting that this includes flushing excess water from tanks after each freeze.

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

Discussion ensued regarding ongoing water leaks and potential preventative measures.

#### IDENTITY THEFT PREVENTION PROGRAM

Ms. Hargett stated that the District's Identity Theft Prevention Program (the "Program") requires AWR to provide an annual written report addressing the effectiveness of the Program, significant instances of identity theft detection, and any recommendations regarding changes to the Program. She discussed the Program and an Annual Red Flag Compliance Report on the Program. Ms. Hargett reported no significant incidents of identity theft and recommended no changes to the Program; however, AWR recommends the Board update the Program to remove section 4(a)(2) that states that AWR "require that a customer service agreement be notarized" as service agreements are now completed and filed electronically without notarization. The Board agreed that it was necessary to adopt a Program amendment. Following review and discussion, Director Taylor moved to (1) accept the annual report on the Program; (2) adopt the amended Program as presented; and (3) direct that the report and Amended Program be filed appropriately and retained in the District's official records. Director Eckermann seconded the motion, which passed by unanimous vote.

#### ANNUAL REPORT ON IMPLEMENTATION OF WATER CONSERVATION PLAN ("WCP")

Ms. Garner reported that the District is required to review the District's WCP annually. Ms. Hargett confirmed that no changes need to be made at this time. After review and discussion, Director Reiter moved to approve to the Water Conservation Annual Report, noting the report does not need to be filed with the appropriate government agencies as the District does not meet the conditions as required by LCRA and the Texas Water Development Board. Director Tasset seconded the motion, which passed by unanimous vote.

#### CONDUCT ANNUAL REVIEW OF DROUGHT CONTINGENCY PLAN

Ms. Garner reported that the District is required to review the District's Drought Contingency Plan annually. Ms. Hargett confirmed that no changes need to be made at this time.

## ENGINEERING MATTERS

Ms. Mitchell reviewed the engineer's report, a copy of which is attached.

## CAPITAL IMPROVEMENT PLAN

Ms. Mitchell stated there are no changes to the capital improvement plan.

Ms. Mitchell updated the Board on the installation of the SCADA system. She stated that she is working with WesTech on the release of the software for the unit to the contractor installing the SCADA system.

## GENERATOR AT WATER PLANT SITE

Ms. Mitchell discussed the design of the generator at the water plant site. She stated that the District will advertise for bids for the project in April.

## BACKWASH BASIN LINER

Ms. Mitchell presented and reviewed a proposal from Tetra Tech in the amount of \$38,453 for the installation of the liner at the backwash basin.

## EMERGENCY PREPAREDNESS PLAN

Ms. Mitchell stated that the Emergency Preparedness Plan was submitted to the Texas Commission on Environmental Quality prior to the March 1, 2022, deadline.

## INSPECTIONS AND REPAIRS

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

## ZEBRA MUSSEL REMOVAL AND PREVENTION

Ms. Mitchell updated the Board on Chapman Marine's maintenance of the barge. She reported Chapman Marine installed chafing guards and removed a boulder off the electrical lines.

## CONTINGENCY PLAN FOR DISTRICT FACILITIES

Ms. Mitchell stated that she is working with Director Taylor on the feasibility of a water well as an alternative water source.

## REQUESTS FOR SERVICE OR UTILITY COMMITMENT LETTERS

There was no discussion on this item.

### OTHER ENGINEERING MATTERS

Ms. Mitchell reported Travis Industries completed the 1-year inspection punch list items for the Water Plant Recoating Project on March 2.

In response to Director Taylor's questions, Ms. Mitchell reviewed requirements for the water system once there are 250 connections to the system. She stated that the District will be required to add another hydro tank at the water plant.

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

After review and discussion, Director Taylor moved to approve the cost change on the backwash liner project from Tetra Tech as presented. Director Fawthrop seconded the motion which passed by a 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 under this agenda item.

### 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 addressed the Board regarding the newsletter and communication with residents. She requested Board approval to prepare a newsletter specifically for the 2022 Director's Election that provides residents with information on the individual candidates and send out separately from the normal newsletter so that residents receive the information prior to early voting. The Board concurred to authorize her request.

Director Tasset then addressed the Board regarding an opportunity to provide residents a tour of the District's facilities conducted by AWR. Discussion ensued.

2022 DIRECTORS ELECTION

Ms. Garner discussed procedures related to the 2022 Directors Election. She presented and reviewed a Resolution Adopting Voting System (the "Resolution").

Ms. Garner then discussed that early voting rosters must be posted during the early voting period for the 2022 Directors Election.

Following review and discussion, Director Taylor moved to (1) adopt the Resolution Adopting Voting System and direct that the Resolution be filed appropriately and retained in the District's official records; and (2) to authorize posting of the early voting rosters during the early voting period for the 2022 Directors Election, as required, and to direct that the rosters be filed appropriately and retained in the District's official records. Director Reiter seconded the motion, which passed unanimously.

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

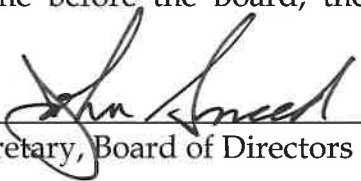
The Board did not convene in executive session.

NEXT MEETING DATE AND LOCATION

Director Eckermann reviewed memo on Mansfield Dam and Lake Travis regarding water supply.

Following discussion, the Board agreed to hold the May 18, 2022, meeting at 17817 King Fisher Ridge Drive, Lago Vista, Texas 78645, and with access by telephone.

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

  
Secretary, Board of Directors

(SEAL)



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