

MINUTES OF REGULAR MEETING OF BOARD OF DIRECTORS  
OF TRAVIS COUNTY WCID NO. 19

January 28, 2021

STATE OF TEXAS           §  
  §  
COUNTY OF TRAVIS       §

A regular meeting of the Board of Directors of Travis County WCID No. 19 was held at 12:00 p.m. on January 28, 2021, by remote access only in accordance with the March 16, 2020 Order by Governor Abbott temporarily suspending certain requirements of the Texas Open Meetings Act to advance the goal of limiting face-to-face meetings to slow the spread of COVID-19. The meeting was open to the public and notice was given as required by the Texas Open Meetings Act and as modified by the Governor's Order.

1.     CALL TO ORDER

Board President Elmer Dangerfield called the meeting to order.

2.     ROLL CALL OF DIRECTORS

A roll call of the Directors was taken. The Directors present were:

Elmer Dangerfield – President  
Dick Walker – Vice President  
Pres Sheppard – Secretary  
Dave Risser – Assistant Secretary  
E. Blake Mosher – Assistant Secretary

thus constituting a quorum. All Directors were present.

Also present were Ashlee Martin of McCall Gibson Swedlund Barfoot PLLC, Steven Minor of Gray Engineering, Inc., Hal Lanham and Tammy Hargett of AWR Services, Inc., David Berrier of Berrier & Company, P.C., Matt McPhail and Allison Nix of Willatt & Flickinger, PLLC, and Rebecca Jones of RealManage.

3.     PUBLIC COMMENTS

There were no public comments.

4.     § 49.063(C), TEXAS WATER CODE; ANNUAL NOTICE REQUIREMENT FOR DISTRICTS THAT HOLD MEETINGS OUTSIDE OF THE DISTRICT

Attorney Matt McPhail discussed the annual requirement for districts that do not have a meeting place within the district boundaries pursuant to Chapter 49.063(c) of the Texas Water

Code. The first agenda in each calendar year must include the notice requirement. The agenda for today's meeting included the notice requirement and a description of the petition process. No Board action is needed at this time.

5. MINUTES OF DECEMBER 17, 2020 BOARD MEETING

Allison Nix presented the proposed minutes of the December 17, 2020 regular meeting, as included in the agenda package. Motion was made by Dick Walker to approve the minutes as presented, and the motion was seconded by Blake Mosher. The motion carried unanimously.

6. DISTRICT'S ANNUAL AUDIT

Auditor Ashlee Martin of McCall Gibson Swedlund Barfoot PLLC discussed the audit for the fiscal year ended as of September 30, 2020. The District received an unmodified opinion, which is the best opinion you can get. Ms. Martin noted that corrections were made to the beginning net position balance as result of their audit, which does not change the unmodified opinion. There was an increase in net position of approximately \$286,000. The District's cash balance was fully covered by FDIC insurance at the end of the year, and its investments with TexPool are in compliance with the District policy and with the Public Funds Investment Act. The water accountability ratio was almost 91%, which is good given the age of the District. After detailed discussion, motion was made by Dave Risser and seconded by Blake Mosher to approve the audit as presented and authorize the execution of the Annual Filing Affidavit and filing of same with the TCEQ and Comptroller as required. The motion carried unanimously.

7. ENGINEER'S REPORT

Steven Minor presented the Engineering Report as included in the agenda package.

The engineer met with the CIP subcommittee to revise the capital improvements projects list. Mr. Minor shared the updated chart and discussed revisions made. Dave Risser stated pockets of money were earmarked on the chart for upcoming projects to be sure the District can cover the costs with reserve funds. Mr. Minor discussed the drainage maintenance proposals from Kuts & Kleans for The Foothills and The Woods. The Foothills proposal is overestimated since some general cleanup maintenance has already been performed. Hal Lanham added that AWR personnel inspected the outfalls in The Foothills and found the facilities were in pretty good condition. Minor cleanup has been done. The engineers will look at one culvert that is cracked to determine if it is structural. The Foothills project cost will reduce, and the engineer will work with AWR to determine what further maintenance is needed. The Woods outfall maintenance proposal is for \$5,952. The Ridge drainage maintenance was completed last fiscal year. Further discussion was had regarding the pending milling and overlay project in The Woods which is dependent upon completion of the home on Mendocino and repair of that intersection and subsequent brick pavers project. The \$170,000 milling and overlay project will be moved up to the next fiscal year on the CIP list. Mr. Lanham said the wastewater tap has been located for the new home construction on Caribou Trail, additional lines were discovered which are not on the map, and they will work with a contractor and MUD No. 4 to locate and update the water and wastewater lines on the map. Motion was then made by Dick Walker and seconded by Pres Sheppard to approve the Kuts &

Kleans drainage maintenance proposal for The Woods in the amount of \$5,952 and to approve the update to the capital improvements project list as discussed. The motion carried unanimously.

Mr. Minor reported that the streetlights have all been installed and the M & C Electric invoice for just the streetlights installation in the amount of \$66,305 is included in the agenda package. The invoice does not include repair of the corroded electrical boxes or subsequent work needed in connection with the streetlight project. Three poles are tilted, and the pole at the Navidad entrance has a couple of holes drilled for security cameras which have caused cracking. M & C Electric can return to inspect and repair these issues at a cost of \$70 per hour with a two-hour minimum. It is estimated to take about an hour per light for about 3 to 6 lights. Motion was made by Dave Risser to approve additional needed repairs to the light poles by M & C Electric at a not-to-exceed amount of \$1,000. The motion was seconded by Blake Mosher. It carried unanimously.

The package is put together for the possible stamped concrete in place of brick pavers project and the preliminary cost estimate is under \$75,000, so no public bid is necessary. Three contractors can be solicited for proposals for work to commence after the home construction at that intersection has been completed. Dave Risser asked that this task be tabled another month. Mr. Risser clarified that the project is for replacement of the top of the roadway after repair of the foundation under the brick. It is still yet undetermined if the replacement will be stamped concrete or brick pavers.

8. MANAGER'S REPORT

Hal Lanham presented the Manager's Report covering the month of December 2020.

Mr. Lanham said they are working with the Barton Creek North POA regarding two meters at the Sandia Loop entrances. They are still investigating and will have a report at next month's meeting.

Tammy Hargett reported that the shredding of old duplicate files has been handled, and the District is now down to one storage unit. AWR is continuing to save current files digitally.

Mr. Lanham noted the Caribou Trail tap issue was discussed under the Engineer's report.

9. QUARTERLY INVESTMENT REPORT

David Berrier presented the Quarterly Investment Report for the period of October 1, 2020 through December 31, 2020. After discussion, motion was made by Dave Risser to approve the Quarterly Investment Report as presented, and it was seconded by Pres Sheppard. The motion carried unanimously.

10. REPORT ON MUD NO. 4 WATER INTAKE


Attorney Matt McPhail stated that he will be speaking with the MUD No. 4 attorney next week and will check on the status, but he does not think gas service will be at the property as they would need to obtain a variance. This item will be kept on the agenda.

11. REVIEW AND AUTHORIZE PAYMENT OF BILLS

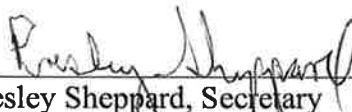
Bookkeeper David Berrier explained the District expenses for December as provided electronically to the Directors. After discussion, motion was made by Pres Sheppard and seconded by Dave Risser to authorize payment of the invoices as presented. The motion carried unanimously.

12. ADJOURN

President Elmer Dangerfield adjourned the meeting.

  
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Elmer Dangerfield, President  
Travis County WCID No. 19

ATTEST:

  
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Presley Sheppard, Secretary  
Travis County WCID No. 19

[DISTRICT SEAL]