



TRAVIS COUNTY WATER CONTROL AND IMPROVEMENT DISTRICT 17

3812 Eck Lane • Austin, Texas 78734
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A Regular Meeting of the Board of Directors of Travis County Water Control and Improvement District No. 17 was held at the District office located at 3812 Eck Lane on Thursday, July 15, 2010, at 6:00 p.m. This meeting was scheduled and conducted in compliance with the Texas Open Meetings Act.

I. CALL TO ORDER

President Steed called the meeting to order at 6:07 p.m.

II. ESTABLISH A QUORUM

Directors Steed, Roberts, Ward, Carruthers and Decker were all present. Office Manager Leslie Terrell represented General Manager Deborah Gernes who was absent on vacation. General Counsels Lauren Kalisek and David Klein, and District Engineers Pat Lackey and Will Pena were also present.

III. MANAGER AND COMMITTEE REPORTS

Items in this section may or may not be addressed at each meeting

A. MANAGER'S REPORT - A STATUS REPORT REGARDING ONGOING DISTRICT PROJECTS AND INFORMATION

1. WATER AND WASTEWATER PLANT STATUS AND OPERATIONS

- a. Eck Lane Water Treatment Plant/Water Distribution System
- b. Steiner Wastewater Treatment Plant/System
- c. Flintrock Wastewater Treatment Plant/System
- d. Comanche Wastewater Treatment Plant/System
- e. Commander's Point Wastewater Plant/System

2. DISTRICT CONSTRUCTION PROJECTS

- a. Lakeway Municipal Utility District Water Interconnect
- b. Steiner Wastewater Treatment Plant Upgrade
- c. Hudson Bend Water Tank
- d. City of Austin Water Interconnect
- e. Mountain View Water Tank – Ms. Terrell provided a copy of a letter that Ms. Gernes had prepared and mailed to the City of Austin regarding WCID 17's desire to proceed with tank construction.
- f. Ranch Road 620 Wastewater Line Extension
- g. Eck Lane Waterline Improvements
- h. McCormick Mountain Waterline Improvements
- i. Hudson Bend Waterline Improvements
- j. Apache Shores Waterline Improvements
- k. River Ridge Waterline Improvements

3. DEVELOPER CONSTRUCTION PROJECTS

- a. Serene Hills Wastewater Service
- b. Tuscan Village Improvements to Lohman's Lift Station

4. DISTRICT INITIATIVES

- a. Service to New Areas
- b. Trash and Recycling Collection
- c. Household Hazardous Waste Collection
- d. Composting Center
- e. Water Conservation
- f. Property/Easement Acquisition
- g. Annexation of Properties

5. DISTRICT MANAGEMENT

- a. **Personnel Issues** – Ms. Terrell announced that one of WCID 17's water operators resigned to accept a position with another company for higher wages. She said this vacancy would not be immediately refilled and would remain open at this time.
- b. **District Activities**
- c. **Consultant Issues**
- d. **Finance Reports/Audit/Bonds**
- e. **Security**

- f. Customer Communication/WEB/Newsletter/Events
- 6. WATER QUALITY / PLANNING
 - a. Texas Commission on Environmental Quality Proposed Amendments to the Texas Water Quality Standards
 - b. Lower Colorado River Authority Water Supply Resource Plan

B. COMMITTEE REPORTS

- 1. **PARKS AND CONSERVATION COMMITTEE REPORT** – Director Roberts and Decker attended a meeting held by CleanTX Foundation, *Water: The Rush for Blue Gold*, in June. Director Decker stated that one of them would send out a brief report regarding the meeting.
- 2. **COMMUNICATIONS COMMITTEE REPORT**
- 3. **LEGAL COMMITTEE REPORT**
- 4. **PLANNING COMMITTEE REPORT**
- 5. **BUDGET AND FINANCE COMMITTEE REPORT** – Ms. Terrell reported that she and Ms. Gernes have a preliminary draft of the 2011 budget ready and would like to schedule a meeting of the Budget and Finance Committee. Director Carruthers announced that he will be unavailable from July 23 through August 15 and requested that the meeting be scheduled for mid-August upon his return.
- 6. **POLICY COMMITTEE REPORT** – Director Steed announced that the notes of the July 1, 2010 committee meeting will be discussed at agenda item VI.C.
- 7. **IMPACT FEE ADVISORY COMMITTEE**

IV. CONSENT AGENDA

A. APPROVE PAY ESTIMATES/CHANGE ORDERS FOR VARIOUS CONSTRUCTION PROJECTS IN THE DISTRICT

- 1. Steiner Ranch Wastewater Treatment Plant Expansion – 2009, Pay Estimate #9 and Change Order #4, Excel Construction Services, LLC.
- 2. RR 620 Wastewater Improvements – 2010, Pay Estimate #1 and Change Order #2, Boretex, LLC.
- 3. Hudson Bend Elevated Storage Tank, Pay Estimate #2, Landmark Structures.

B. APPROVE PAYMENT OF CURRENT INVOICES

- 1. Steiner Ranch, River Dance Phase 5B – Water, Wastewater and Drainage Improvements, Pay Estimate #1, Ross Construction Company, Inc.

C. APPROVE MINUTES

President Steed asked if anyone had questions or wanted to discuss any items in the Consent Agenda. Ms. Sandlin presented a couple of minor changes to the Minutes of the June 17, 2010 meeting. Director Carruthers asked for an explanation of the entry on the legal invoices on an outstanding balance of \$162 from 2004 and 2005. Ms. Kalisek stated that it could be remaining for an administrative fee for finalizing a bond. Director Carruthers said it was okay to proceed with paying this legal invoice and requested that Ms. Terrell and Ms. Kalisek find the source of the line items of \$152 and \$10 outstanding. Director Carruthers then requested clarification of a check written to Gold's Gym. Ms. Terrell stated that as an additional benefit to the employees, WCID 17 has entered into a corporate agreement for a lower rate health and fitness program with Gold's Gym that will be paid each month by a deduction from each participating employee's biweekly check.

Motion: Director Decker to approve the Pay Estimates and Current Invoices as presented and the Minutes of the June 17, 2010 Regular Board Meeting.

Second: Director Roberts.

Ayes: 5

Noes: 0

Unanimous.

V. PUBLIC COMMENT, 6:30 P.M.

President Steed opened Public Comment at 6:42 p.m. No public was in attendance; therefore, Director Steed left open for any late participants that may arrive.

Motion: Director Roberts to close Public Comment.

Second: Director Decker.

Ayes: 5

Noes: 0

Unanimous.

President Steed closed Public Comment at 6:50 p.m.

VI. OLD BUSINESS**A. DISCUSS/CONSIDER/TAKE ACTION ON ACQUISITION OF REAL PROPERTY PARCELS LOCATED WITHIN THE DISTRICT'S BOUNDARIES**

At the close of executive session, President Steed stated that he had instructed staff and consultants to proceed with negotiations with the Serene Hills Defined Area developer.

B. DISCUSS/CONSIDER/TAKE ACTION REGARDING AN AMENDMENT TO THE AGREEMENT FOR THE COLLECTION, HAULING AND RECYCLING OR DISPOSAL OF MUNICIPAL SOLID WASTE AND RECYCLABLE MATERIALS BETWEEN IESI TX CORPORATION AND TRAVIS COUNTY WATER CONTROL AND IMPROVEMENT DISTRICT NO. 17

Ms. Terrell explained that an amendment to the original agreement with IESI TX Corporation is needed to proceed with expanding service to the entire district, change the recycling bin to a 65-gallon cart, and go to single stream recycling. She requested approval to proceed with an amendment to the agreement as discussed.

Motion: Director Roberts to authorize the General Manager to proceed with an amendment to the existing IESI TX Corporation agreement and to execute the amendment.

Second: Director Carruthers.

Ayes: 5

Noes: 0

Unanimous.

C. DISCUSS/CONSIDER/TAKE ACTION REGARDING CHANGES TO THE DISTRICT'S LANDSCAPE IRRIGATION FEES TO ALLOW A FEE FOR THE SECOND PLAN REVIEW AND POSSIBLE INCREASES

Director Roberts explained that when the Policy Committee met July 1, 2010 it was realized that WCID 17 had been optimistic in thinking a second review fee for irrigation plan revisions would not be required for minor revisions. He continued by stating that upon completing of this initial year, the consultant reviewed many plans without compensation and that it would be more equitable to charge for a second review. He stated that the committee also discussed finding a way to reward the irrigation companies that submit plans for review that are approved on the first round. It was suggested to have the first plan review continue to be \$80 with the second review to be \$40, and any third plus reviews to be \$80. Discussion was also held by the Board that they do not want WCID 17's consultant designing irrigation plans for those that are struggling. They stated that the district consultant should point out what is wrong and allow the irrigation company to seek advice as needed from a knowledgeable source. Ms. Terrell said that the consultant is currently being paid by the job for irrigation plan reviews and hourly for irrigation audits.

Motion: Director Roberts to adopt 1) new irrigation plan review fees; 2) have the General Manager design and implement an incentive program; and 3) have the General Manager set the fees or percentage fee for plan reviews two, three and on.

Second: Director Ward.

A discussion was held and determined that this issue needs further information regarding rate structure in regards to the consultant's contract. Director Roberts withdrew the motion and noted that the Policy Committee will reconvene.

D. DISCUSS/CONSIDER/TAKE ACTION ON PROPOSITION TO MAKE A FINANCIAL CONTRIBUTION TO TRAVIS COUNTY FOR A STUDY BEING CONDUCTED ON THE ECONOMIC VALUE OF A CLEAN LAKE TRAVIS

No action. Tabled until August.

VII. NEW BUSINESS**A. DISCUSS/CONSIDER/ TAKE ACTION ON THE SALE OF DISTRICT OWNED REAL PROPERTY TO LAKE TRAVIS FIRE RESCUE FOR THE ESTABLISHMENT OF A FIRE STATION**

At the close of executive session, President Steed instructed staff and consultants to proceed with negotiations with the Lake Travis Fire Rescue.

B. DISCUSS/CONSIDER/TAKE ACTION ON RESPONSE LETTER TO TEXAS COMMISSION ON ENVIRONMENTAL QUALITY (TCEQ) STAFF MEMORANDUM DATED JUNE 18, 2010 REGARDING \$3,200,000 BOND APPLICATION; I.C. NUMBER: 04122010-D01; BOND NO. 15; TRAVIS COUNTY WATER CONTROL AND IMPROVEMENT DISTRICT NO. 17 AND STEINER RANCH DEFINED AREA (SRDA)

Mr. Ken Schroeder reviewed the points of a response letter written regarding the number of living unit equivalents (LUEs) needed for full build-out of the Steiner Ranch Defined Area (SRDA). He explained that the projected 750 LUEs in Bond No. 15 go over the initial engineering build-out projections of SRDA that have been previously submitted to TCEQ and reimbursed. He further explained how this difference was caused when WCID 17 began requiring homes to have an additional 0.5 LUE for each residence with a 3/4" meter rather than a standard 5/8" meter, thus creating the need to purchase the final proposed 750 LUEs of water supply capacity

Motion: Director Ward to proceed with submittal of the response letter and engineering report, as prepared and presented, to the Texas Commission on Environmental Quality staff memorandum dated June 18, 2010 regarding Bond No. 15.

Second: Director Decker.

Ayes: 5

Noes: 0

Unanimous.

VIII. THE BOARD WILL MEET IN EXECUTIVE SESSION TO CONSIDER THE ACQUISITION AND SALE OF REAL PROPERTY LOCATED WITHIN THE DISTRICT'S BOUNDARIES AND TO RECEIVE ADVICE FROM ITS ATTORNEY REGARDING SUCH PURCHASE, IN ACCORDANCE WITH THE TEXAS GOVERNMENT CODE SECTIONS 551.071 AND 551.072

President Steed opened executive session at 6:54 p.m. and closed session at 7:40 p.m.

IX. THE BOARD WILL MEET IN EXECUTIVE SESSION TO CONSIDER A RESPONSE LETTER TO TEXAS COMMISSION ON ENVIRONMENTAL QUALITY (TCEQ) STAFF MEMORANDUM DATED JUNE 18, 2010 REGARDING \$3,200,000 BOND APPLICATION; I.C. NUMBER: 04122010-D01; BOND NO. 15; TRAVIS COUNTY WATER CONTROL AND IMPROVEMENT DISTRICT NO. 17 AND STEINER RANCH DEFINED AREA (SRDA) AND TO RECEIVE ADVICE FROM ITS ATTORNEY REGARDING SUCH PURCHASE, IN ACCORDANCE WITH THE TEXAS GOVERNMENT CODE SECTION 551.071

Not held; no action.

X. ADJOURNMENT

Motion: Director Carruthers to adjourn the meeting.

Second: Director Decker.

Ayes: 5

Noes: 0

Unanimous.

Director Steed adjourned the meeting at 7:43 p.m.

Approved this 19th day of August 2010, with a motion

by Director Roberts and a Second by Director Decker.

Ayes 5 Noes 0 Abstained 0

[Signature]
Presiding Officer

[Signature]
Secretary