

**MINUTES OF A MEETING
OF THE BOARD OF DIRECTORS
OF TRAVIS COUNTY WATER CONTROL AND IMPROVEMENT
DISTRICT #18**

STATE OF TEXAS COUNTY OF TRAVIS

A meeting of the Board of Directors of Travis County Water Control and Improvement District #18, open to the public, was held on Monday December 12, 2016 at the District office, 1502 San Juan Drive, Austin, Texas. Notice of the time, place, and subjects of the meeting were posted.

The roll was called of the Board of Directors, to wit:

Paul Despres	President
Kim Kaufman	Vice President
Jennifer Sullivan	Secretary
Ashley Troy	Assistant Secretary
Bob Breihan	Director

Directors Despres, Troy, Kaufman, Breihan, and Sullivan were present thus constituting a quorum.

Also present at the meeting was Jeffrey DuPont, Gene Chisum, Chad Jameson, Callie Stafford of USW Utility Group, and Taylor Kolmodin of Municipal Accounts.

Vice President Kaufman called the meeting to order at 7:31 p.m.

Item No. 1, "Approve November 2016 meeting minutes" Paul Despres pointed out in the November 2016 minutes that Pall Corporation was misspelled and needed to be fixed. Ashley Troy mentioned that a meeting to talk about TCEQ violations was not included in the board minutes resulting in discussions about better ways were needed to communicate to the customers of the district and the members of the board regarding violation letters. Changes needed to be made for the November 2016 minutes to be approved at the January 2017 meeting.

Item No. 2, "Recognition of citizens" Koy Korveith was in attendance of the December board meeting in regards to the out of district rates and why there was an out of district charge to the new property he had recently purchased. Members of the board informed Mr. Korveith that the out of district customers do not pay the taxes that customers inside the Travis County WCID #18 do yearly, and that is why there is an out of district charge on the bill every month. The board informed Mr. Korveith that several of the out of district customers who have expressed

interest in being annexed in the district and the fees of \$1,500 that go along with the process of annexation. The board will consult with the district's Attorney Tony Corbett more about the matter at the next board meeting where he will be present to give more information.

Item No. 3, "Bookkeepers report" Financial report given by Taylor Kolmodin, recommended payment of checks 1991-2030 totaling \$115,000 with an ending balance of \$9,853.28. Paul Despres asked Chad about the current cleaning service and why the district is paying for it, he was sure it was included in the monthly operations fee. Paul requested to have the current cleaning company services cancelled as of January 2017, since that is when they are paid through. Kim Kaufman had questions regarding the monthly invoice saying Waste Water Treatment Facility. Chad informed them by waste water the invoice is referring to Sludge being hauled from Bal Harbor water plant. The board requested that waste water treatment be reworded differently so there is more clarification of what is being billed. Jennifer Sullivan pointed out that information on provided receipts were not adding up to what the invoice was showing needed to be paid and had questions of why that was happening. USW Utility Group will look at previous receipts to make sure everything is adding up correctly and fix any mistakes that had occurred. Paul Despres had questions regarding Hydro Resources invoices and being up charged rather than being directly billed. Paul would like a full description of comments of what happens per job for each work order. Paul makes motion to pay checks 1990-2036 inclusive on the next bill, Ashley Troy seconds the motion. Passed unanimously.

Item No. 4, "Consider and discuss rate consultant services" The members of the board would like to know what a defendable water rate number would be. Paul would like to have a rate study done to at least show efforts made for customers on record. Jennifer Sullivan requested spreadsheet of all out of district customers and tax information be sent to her and Ashley Troy and they will do a rate study of their own. Jennifer Sullivan makes a motion to have a rate study for the district, Kim Kaufman seconds the motion. Passed unanimously.

Item No. 5, "Consider and discuss Scada upgrade" The board of directors has requested a new quote from Pall Corporation that is different from the previous quote that was provided and included a price of Scada upgrade and generator quotes. The board would like to have just one quote for the Scada upgrade. - Tabled

- Item No. 6 "Consider and discuss generators for Bal Harbor water plant" waiting on pricing from distributor's and if an electrical engineer is required to proceed - Tabled

Item No. 7 "Discuss District 18 Rain Water Harvesting rebates" Chad Jameson presented Bob Breihan with the first Rain Water Harvesting rebate check.

- "Consider and discuss advertising Rainwater Harvesting" Board asked if Rainwater information can be put in the text box on the front of the bill. If so, is there any extra charge for it. USW Utility Group will get information about advertising the program on the bill and if there are any costs associated.

Item No. 8 "Receive Managers report" Chad Jameson gave the Managers report,

- The forty four filters that were approved will be delivered soon so the old ones can be changed out which will help with TTHM levels in the water.
- The approved phone lines and internet are in process, and should be changed in the next month due to phones and programming that will need

to be done.

- The Voice recognition software that was ordered came in and was not the correct software that was needed. Chad had sent back the software and is currently researching the best software for any hearing-impaired board members or customers. Gene Chisum suggested researching a phone system that the government provides for free, USW Utility Group will research what it will take for the government offered program.
- Chad informed the board of a call from a customer to TCEQ regarding “too much activity going through the plant” Chad met with a TCEQ inspector who walked the plant, no violations were issued.
- Dusty Baker still had not paid for the line relocation which she had signed an agreement saying she would pay for \$7,000 of the line relocation. Chad is going to send a certified letter to Dusty Baker asking for payment. Robby Callegari the district’s engineer still needs to write up an easement for Dusty Baker’s property, Item will be on January 2017 agenda.

Ashley Troy was curious if Lake Austin’s water levels being lowered will have any effect on smell or taste of water. Chad let the board know that there can be a fishy smell in the water when this occurs and that USW Utility Group will notify customers by sending a letter in the mail and by posting information on the district website. The board suggests taking advantage of doing preventative maintenance on pumps while water levels are low. Jennifer Sullivan wants to know what plans are for the 2” water lines in the district and when they are going to be fixed. Chad notified the board that the district is remaining legal water pressure currently.

USW Utility Group are going to get Ashley Troy and Jennifer Sullivan updated service contracts, USW Utility Group contact information, and Travis County WCID #18 board member contact information. Paul asked that operations report that is in the contract with USW Utility Group be in the monthly board packets and for Chad Jameson to read through the Contract to make sure his manager report contains all subjects required in the service contract.

Item No. 9: “Adjourn” Jennifer Sullivan makes motion to Adjourn at 9:46 P.M. Paul Despres Seconds the motion. Passed unanimously.

X 

Secretary, Travis County WCID No. 18