

**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 May 8, 2017 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 Kaufman, Breihan and Sullivan were present thus constituting a quorum.

Also, present at the meeting was Jeffrey DuPont, Henry Ochoa, Callie Stafford, Darrell Faykus of USW Utility Group, Taylor Kolmodin of Municipal Accounts, and Tony Corbett of Mclean and Howard, LLP.

Call to Order

Director Kaufman called the meeting to order at 7:30 p.m.

Item No. 1, "Approve April 2017 meeting minutes"

Motion:

Director Sullivan makes a motion to approve the April 2017, Director Kaufman seconds the motion.

Voting Aye: Directors Sullivan, Breihan and Kaufman.

Voting Nay: None

Absent: Despres, Troy

Item No. 2 “Recognition Of citizens”

Jobie Walter from Lipan Trail attended the board meeting to discuss a line extension to her property on Lipan Trail. Marlana Richardson from 2100 Saratoga Dr. and Kristina Shevory from 2307 Balboa Rd. was in attendance of the board meeting to discuss water quality in the District. Customer wanted to know why there was a problem with the THM’S in the District and what plans are in place for a solution to the problem. Director Sullivan let the customers know that the previous plant operator had not been taking care of the plant properly. Kristina wanted to know when the District will be in compliance with TCEQ. Henry let the customer know that he has been changing out filters and the activated carbon in the plant as well as keeping up with cleaning the clarifiers on top of the water plant and that USW Utility Group is working on a better preventative maintenance program. Marlana also asked about if there was a standard operating procedure (SOP) in place for operating the facility. Henry answered that there is an operator’s manual, not one that he personally uses but her will make a SOP for the facility. Customers also wanted to know if the water plant needed to be upgraded and could it keep up with production of water. Henry let the customer know that plant can keep up with the production of water and that some things need to be replaced at the water plant. Marlana wanted to know if the District was good financially and could afford building a new plant and would like financials for District. Customer let the Board know that she did reach out to TCEQ and was told about another violation for not sending out letters to the District customers regarding THM’s and mentioned a mentorship program with TCEQ. USW Utility Group and the Board were not aware of this new violation and mentorship program with TCEQ. Henry will contact enforcement officer Jim Fisher with TCEQ regarding Violation and mentorship program.

Item No. 3, “Bookkeepers report”

Bookkeepers report was given by Taylor Kolmodin, recommended payment of checks 2159-2198 totaling \$54,563.85 with an ending balance of \$25,333.48

Motion:

Director Sullivan makes motion to approve checks 2159-2198 Director Kaufman seconds the motion.

Voting Aye: Directors Sullivan, Breihan and Kaufman.

Voting Nay: None

Absent: Despres, Troy

Item No. 4 “Discussion regarding Jobie Walter Lipan Trail line extension”

Jobie Walter brought a map for the Board members to view showing where her property was and how far it was from the closest water main which was about 250-300 feet. Tony let Jobie know that the extension would be from a developer and the District would have to accept it, the extension would most likely be the customer’s expense. Tony wants to know if the customer can connect with Mestena Trail which is across a creek and do an interconnect. Tony asked Henry to get with the District Engineer to come up with a price for the customer.

Item No. 5 “Discuss water leak repairs and possible invoice adjustments for 513 N Cuernavaca Dr. Unit B”

Robin Ryan was not in attendance due to a family emergency, Item will be put on June Agenda. -Tabled

Item No. 6 “Samco leak detection historic leak map”

SAMCO was still in the process of doing the leak detection survey and the map has not been completed yet. -Tabled

Item No. 7 “Discussion and possible action regarding amendment to District rules regarding plumbing permits and inspections”

The Board decided it would be better to discuss item further when the other directors were present. -Tabled

Item No. 8 “Discussion regarding Travis County #18 leak adjustment policy”

The Board decided it would be better to discuss item further when the other directors were present. -Tabled

Item No. 9 “Discussion regarding food trailers connection’s in the district”

The Board of Directors would like a notice to be made out to illegal connections to disconnect services.

Item No. 10 “Discussion on line replacement in the district”

Robbie Callegari the District Engineer is finishing the boundary map for TC18, currently waiting on SAMCO for leak adjustment map.

Item No. 11 “Discuss blanket request for annexation of out of district customers residing in the City of Austin”

Tony Corbett let the Board know that the city council approved the annexation on April 28,2017 and it will need to be approved one more time in in May.

Item No. 12 “Receive Attorney’s report”

Tony Corbett has none to give at this time.

Item No. 13 “Receive Managers report”

Henry Ochoa gave the managers’ report and wanted to let the Board know he is almost done with changing out all the activated carbon, the average flow for March was 500,000 gallons per day for a weekend it was over 1,000,000 gallons per day. Director Sullivan wanted to know how many filters were in the plant, Henry let her know 134 filters. Henry let the Board know he has been having an issue with valves in the system and will put a valve exercising plan in place. Director Sullivan requested that all customers be notified of water shut off before doing any fire hydrant maintenance on Commons Ford Road.

- **“Air Compressor service agreement ”**

Henry provided the Board with air compressor maintenance program quotes for the plant which come with a five-year warranty and will do all maintenance for free. Jeffrey DuPont thinks that having the chlorine in the

same building will void the five year warranty as it can be corrosive to the compressors. Tony Corbett suggests checking with the company to see if that will void the warranty. Henry suggests that the Board consider buying the new compressors maintenance program.

- **“Discuss Generators for water plant”**
The Board of Directors are still waiting on information from the districts engineer regarding generators,
- **“Carpet Quotes”**
Bob Guthry with Empire attended the meeting to speak to the board regarding the carpet quote they had given the board. The board requested he talk with John Lesesne about what would be best carpet for having wires underneath the carpet. Bob will send USW another quote for carpets for the whole district office.

Item No. 14 “Adjourn”


Motion:

Director Breihan makes a motion to adjourn at 9:15 p.m. Director Sullivan seconds the motion.

Voting Aye: Sullivan, Breihan and Kaufman

Voting Nay: None

Absent: Despres, Troy

X 

Secretary, Travis County WCID No. 18