

**JUNE 11, 2018 MINUTES  
MEETING OF THE BOARD OF DIRECTORS OF  
TRAVIS COUNTY WATER CONTROL & IMPROVEMENT DISTRICT NO. 18**

A regular meeting of the Board of Directors of Travis County Water Control and Improvement District No. 18 was held on the 11<sup>th</sup> day of June 2018, beginning at 7:30 p.m. at the District's administrative office located at 1502 San Juan Drive, Austin, Texas. Notices of the time, place and the subject of the meeting, and the actions to be taken at the meeting, were posted at the places and for the time required by the laws of the State of Texas.

Agenda Item 1: Call to order

The meeting was called to order at 7:35 p.m. with the following directors present: President Paul Despres, Secretary Jennifer Sullivan, Assistant Secretary Ashley Troy and Director Brian Burns. Also present were Anthony Corbett (District legal counsel); Taylor Kolmodin (District Bookkeeper); Robby Callegari of CMA Engineering (District Engineer); and Mike Morin of Crossroads Utility Services, LLC (District operator).

Agenda Item 1: Public Comment

None.

Agenda Item 2: Approval of May 22, 2018 Meeting Minutes

Director Despres moved that the Board approve the May 22, 2018 meeting minutes subject to correction of the name of the Board Secretary. Director Sullivan seconded the motion, which carried unanimously (4-0).

Agenda Item 3: Bookkeeper Report

Taylor Kolmodin presented the monthly Bookkeepers Report. After discussion, Director Troy moved that the Board approve the Bookkeepers Report and payment of bills and invoices (Check Nos. 2654 through 2680) as presented in the Bookkeeper Report and Supplemental Bookkeeper Report, and the Quarterly Investment Report included in the Report. Director Despres seconded the motion, which carried unanimously (4-0). A copy of the Bookkeepers Report is attached to these meeting minutes.

Agenda Item 4: Operation and Services Matters

Mike Morin presented his monthly operations and services report. He noted that the percentage water loss for the preceding reporting period had increased again. Sam Godfrey, of SAMCO Leak Detection Services, then addressed the Board regarding his proposal for leak detection services. After discussion, Director Sullivan moved that the Board approve the proposal for leak detection services (Agenda Item 4(f)). Director Despres seconded the motion, which carried unanimously (4-0).

Mr. Morin then requested that the Board approve the write-off of a delinquent customer account and to authorize him to send the debt to collections. Director Despres moved to approve the write-off as identified in the Board packet and to send the debt to collections. His motion was seconded by Director Burns, and carried unanimously (4-0).

During his operational report, Mr. Morin reported that he believes the District's intake pumps are sound, but that the variable frequency drives (VFDs) are obsolete and need to be replaced. After discussion, the Board directed Mr. Morin to work with the District Engineer and to bring back more information and recommendations for action by the Board. After further discussion, Director Despres moved to authorize the General Manager to purchase a VFD provided that it is determined necessary and recommended by the District Engineer. Director Burns seconded the motion, which carried unanimously.

Agenda Item 5(a): Engineer's Status Report Regarding Pending Engineering Projects

Robby Callegari provided a status report regarding pending engineering projects. Among other matters, he noted that the design for the sludge tank wall improvements had been completed. The Board authorized him to solicit bids from contractors for installation of the improvements.

Agenda Item 5(b): Emergency Water Supply Interconnect

Mr. Callegari provided a brief update regarding this matter. The Board took no action.

Agenda Item 6: Appointment of New Director

The Board members introduced themselves to residents who attended the meeting and expressed interest in being appointed to the existing vacancy on the Board. The residents then addressed the Board and discussed their interest and qualifications in serving as a director.

[Editor's Note- The Board again discussed this item later in the meeting.]

Agenda Item 7: Letter Agreement with Jeffrey Dochen providing for service commitment in exchange for water line easement conveyance

Mr. Morin noted that a letter agreement had been sent to Mr. Dochen but no response had been received.

Agenda Item 8: Revisions to Rules Governing Water Service

The Board considered proposed revisions to the District's Rules Governing Water Service relating to unauthorized multiple service connections. The Board tabled consideration of the matter after noting the need for additional revisions to the District's rules.

Agenda Item 9: District Website and Communication Matters

There was no discussion regarding this matter.


Executive Session: At 8:59 p.m., Director Despres announced that the Board would go into Executive Session in order to discuss the potential appointment of a public officer with respect to Agenda Item No. 6. At 9:31 p.m., the Board reconvened the public meeting with all directors present. Director Despres announced that no final decisions, actions or votes were taken in executive session.

Agenda Item 6: Appointment of New Director

The Board again considered the appointment of a replacement to the vacant director position. Director Despres moved that the Board appoint David Ochsner to the vacant position. Director Burns seconded the motion. The motion carried 3-1.

Agenda Item 10: Adjournment

At 9:37 p.m., Director Sullivan moved to adjourn the meeting. The motion was seconded by Director Burns and passed unanimously. The meeting adjourned at 9:37 p.m.

  
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Secretary

Date: ~~10/8/18~~ 10/8/18