

**SEPTEMBER 10, 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 10<sup>th</sup> day of September 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 7:34 p.m. with the following directors present: President Paul Despres, Vice-President Ashley Troy, Secretary Jennifer Sullivan, Assistant Secretary/Treasurer Brian Burns and Director David Ochsner. Also present were Anthony Corbett (District legal counsel) and Alexia Kolmodin (District Bookkeeper); and Mike Morin of Crossroads Utility Services, LLC (District operator).

Agenda Item 1: Public Comment

None.

Agenda Item 2: Approval of August 13, 2018 Meeting Minutes

Director Despres moved that the Board approve the August 13, 2018 meeting minutes. Director Troy seconded the motion, which carried unanimously (5-0).

Agenda Item 3: Bookkeeper Report

Alexia 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. 2774 through 2815) as presented in the Bookkeeper Report and Supplemental Bookkeeper Report included in the Report. Director Oschner seconded the motion, which carried unanimously (5-0). A copy of the Bookkeepers Report is attached to these meeting minutes.

Agenda Item 4: Budget and Tax Matters

At 7:43 p.m., the Board conducted a public hearing regarding the adoption of final tax rates for the 2018 tax year. There was no public testimony, and the public hearing closed at 7:44 p.m.

The Board then considered a 2019 Fiscal Year Budget. After discussion, Director Burns moved that the Board adopt the Resolution approving the FY 2019 Budget subject to revision of the property tax revenue item to reflect a tax rate of \$0.0788 per \$100 assessed valuation. Director Despres seconded the motion, which carried unanimously. A copy of the Resolution and approved Budget are attached to these meeting minutes.

The Board then considered the adoption of final tax rates for the 2018 tax year. After discussion, Director Sullivan moved that the Board approve a final maintenance tax rate of \$0.0788 per \$100 assessed valuation for the 2018 Tax Year. Director Troy seconded the motion, which carried unanimously (5-0).

Agenda Item 6(c): Proposal from SKE Engineering

Steve Kanetzky of S. Kanetzky Engineering, LLC presented a proposal to the Board of Directors for electrical engineering services relating to the District intake structure. The Board asked a number of questions. After discussion, Director Despres moved that the Board approve the proposal. Director Sullivan seconded the motion, which carried unanimously. The Board also directed the Manager to investigate the viability to securing a dual electrical feed for District facilities.

Agenda Item 5: Operation and Services Matters

Mike Morin presented his monthly operations and services report. He noted that the percentage water loss had improved significantly.

Mr. Morin requested that the Board approve the write-off of a delinquent customer account and to authorize him to send the debt to collections. Director Sullivan moved to approve the write-off as identified in the Board packet for 9302 Winchester Road and to send the debt to collections. Her motion was seconded by Director Troy, and carried unanimously (5-0).

Mr. Morin also reported a pressure loss incident. He noted that the operational issues that created the pressure loss had subsequently been resolved. He discussed with the Board potential computerization improvements that could help future outages. The Board asked him to investigate an uninterruptible power supply (UPS) for the District's water system.

Mr. Morin also recommended installation of a backup autodialer at the District's intake structure to serve as a redundant notification system. The Board discussed the matter, but took no action.

The Board discussed with Mr. Morin actions that could be taken to provide more effective notice to customers during a pressure loss (boil water) event and how individual customers could determine whether they are individually impacted. The Board also identified areas for improvement with the telephone answering service.

Agenda Item 6: Engineer's Status Report Regarding Pending Engineering Projects

The Board briefly discussed the written Engineer's Report included in the Board packet. No action was taken regarding the report.

Agenda Item 8: Letter Agreement with Jeffrey Dochen

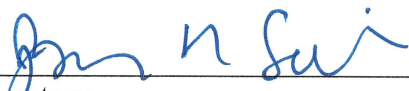
Mr. Morin provided a status report to the Board regarding this matter. He noted that he was still waiting on responses from Mr. Dochen.

Agenda Item 9: District Website and Communication Matters

There was no discussion regarding this matter.

Agenda Item 19: Adjournment

At 9:49 p.m., Director Burns moved to adjourn the meeting. The motion was seconded by Director Sullivan and passed unanimously. The meeting adjourned at 9:49 p.m.

  
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Secretary

Date: 10/8/18