

**DECEMBER 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 12<sup>th</sup> day of December 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); Alexia Kolmodin (District Bookkeeper); Robby Callegari of CMA Engineering (District Engineer) and Mike Morin of Crossroads Utility Services, LLC (District Manager).

Agenda Item 2: Public Comment

None.

Agenda Item 3: Approval of Meeting Minutes

Director Despres moved that the Board approve the November 12, 2018 meeting minutes as presented. Director Sullivan seconded the motion, which carried unanimously (5-0). Director Despres then moved that the Board approve the November 28, 2018 meeting minutes as presented. Director Burns seconded the motion, which carried unanimously.

Agenda Item 4: Bookkeeper Report

Alexia Kolmodin presented the monthly Bookkeepers Report. After discussion, Director Sullivan moved that the Board approve the Bookkeepers Report and payment of bills and invoices (Check Nos. 2896 through 2927) as presented in the Bookkeeper Report and Supplemental Bookkeeper Report included in the Report. Director Troy seconded the motion, which carried unanimously (5-0). A copy of the Bookkeepers Report is attached to these meeting minutes.

Agenda Item 5: Operation and Services Matters

Mike Morin presented his monthly operations and services report. He provided data regarding water loss and usage, and zebra mussel infestation in Lake Austin and the potential impact thereof on District facilities and operations.

Director Troy moved that the Board approve the waiver of penalties and leak adjustments as identified in the Board's Operations Report. Director Despres seconded the motion, which carried unanimously.

Mr. Morin also provided a report on the status of review of the District's water treatment plant facility regarding control and electric improvements. He noted that he anticipated receiving cost estimates and scheduling facility inspections in the next few days.

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

Mr. Callegari provided a status report regarding ongoing engineering projects, including City of Austin site plan review for the water treatment plant, identification of Capital Improvement Plan items, discussions with the West Travis County PUA regarding the establishment of an emergency interconnect, and City of Austin electric upgrades for the intake structure. No action was taken by the Board regarding the report.

Director Sullivan moved that the Board authorize the purchase of impervious cover rights for construction of the new chemical storage facility at the water treatment plant. Director Burns seconded the motion, which carried unanimously.

Director Despres moved that the Board authorize CMA to survey the location of the waterline on the Dochen property subject to execution of a letter agreement by the property owner granting access. Director Burns seconded the motion, which carried unanimously.

#### Agenda Item 7: Letter Agreement with Jeffrey Dochen

After discussion, Director Sullivan moved that the Board approve the alternative letter agreement with Mr. Dochen providing for a service commitment in return for an easement in the form included in the Board packets. Director Troy seconded the motion, which carried unanimously.

#### Agenda Item 8: District Website and Communication Matters

The Board briefly discussed the preparation of a newsletter to residents. The Board requested Mr. Morin to secure a cost estimate for a quarterly newsletter.

#### Agenda Item 9: Adjournment

At 9:14 p.m., Director Burns moved to adjourn the meeting. The motion was seconded by Director Troy and passed unanimously. The meeting adjourned at 9:14 p.m.

Jim N Suli  
Secretary

Date: January 14, 2019