

**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, August 12, 2013 at the District office, 1502 San Juan Drive, Austin, Texas. Notice of the time, place and subjects of the meeting was posted.

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

Marcia Hyink	President
Buzz Buck	Vice President
Kim Kaufman	Secretary
Paul Despres	Assistant Secretary
Bob Breihan	Director

Directors Buck, Despres, and Breihan were present, thus constituting a quorum.

Also present at the meeting were Mr. Jeff Garrett of US Water Utility Group, and Ms. Jerri Strain and Mr. David Ripley of Aqua Texas, and Ms. Autumn Phillips of MAC.

Vice President Buck called the meeting to order at 7:30 p.m.

The first item to come before the Board was Agenda No. 1, "Approve July 8, 2013 meeting minutes." Pursuant to discussion, Vice President Buck made a motion to approve the July 8, 2013 meeting minutes. Director Breihan seconded the motion with all approving.

The next item to come before the Board was agenda item No. 3, "Consider and take any necessary action regarding the fiscal year 2013 – 2014 District operating budget." This item was tabled.

The next item to come before the Board was agenda item No. 4, "Consider and take any necessary action regarding adoption of proposed debt service tax rate for 2013 tax year." and agenda item No. 5, "Consider and take any necessary action regarding adoption of proposed operations and maintenance tax rate for 2013 tax year." These items were presented by Jerri Strain, the proposed tax rate will be .1278/100 for debt service and .0831/100 for a total of .2019/100. Director Paul Despres made the motion and Bob Breihan seconded the motion.

The next item to come before the Board was agenda item No. 6, "Authorize publication of notice for hearing regarding adoption of final tax rates for 2013 tax year." The Board instructed Mrs. Strain to publish the results in the Tribune Newspaper.

The next item to come before the Board was agenda item No. 7, "Consider and take any necessary action regarding the remaining funds of the existing bond." This item was tabled.

The next item to come before the Board was agenda item No. 8, "Consider and take any necessary action regarding payoff of existing bond for Travis County WCID No. 18." This item was tabled.

The next item to come before the Board was agenda item No. 9, "Consider and take any necessary action regarding the issuance of bond for Travis County WCID No. 18." This item was tabled.

The next item to come before the Board was agenda item No. 10, "Consider and take any necessary action regarding water conservation." No decision was made to change current stage.

The next item to come before the Board was agenda item No. 11, "Consider and take any necessary action regarding water rates." This item was tabled.

The next item to come before the Board was agenda item No. 12, "Consider and take any necessary action regarding the establishment of the District anniversary." No motion

The next item to come before the Board was agenda item No. 13, "Receive Engineer's Report." No Motion.

The next item to come before the Board was agenda item No. 14, "Receive Attorney's Report." No Motion.

The next item to come before the Board was agenda item No. 15, "Receive Managers Report." Mr. David Ripley presented the Managers Report to include:

- Maximum flows was 1,999,000 gallons on July 3, 2013 with the average flow of 1,058,000 gallon per were reported.
- Two district leaks during the month of June 2013
- Water Plant and Filter Module Status failure since last board meeting -- The pilot study is still in place.

A motion was made by Director Buzz and Seconded by Director Despres. The Report was accepted.

The next item to come before the Board was agenda item No. 16, "Receive Bookkeeping Report." Checks # 13012 thru #13055 totaled \$109,165.00, check #13036 to Managers account for \$30,000.00, check #13037 to Aqua for District furniture were approved by Board. Director Despres made the motion and Director Buck seconded the motion

The next item to come before the Board was agenda item No. 17, "Consider and take necessary action on removal and cleaning of water treatment sludge and electrical repairs not to exceed \$10,000." Item considering sludge removal and electrical work at water plant was approved to not exceed \$10,000.00. The motion was made by Director Buck and seconded by Director Breihan and approved.

The next item to come before the Board was agenda item No. 18, "Consider and approve necessary actions regarding web site development." Jeff Dupont explains the current update to the web site – no action was taken.

The next item to come before the Board was agenda item No. 19, "Consider and take necessary action to Write Off uncollectable accounts." None were reported

The next item to come before the Board was agenda item No. 20, "Consider and take necessary action of bills and invoices relating to operational expense-Professional." Bills and invoices were approved, see item 16.

The next item to come before the Board was agenda item No. 22, "Consider and take necessary action to obtain official copy of District rules." Action was taken to obtain official copy of District Rules – A motion was made by Director Despres and Seconded by Director Buck – Motion Passed

The next item to come before the Board was agenda item No. 23, "Consider and take necessary action regarding bill inserts with information about USW Utility Group to include the new website and online payment feature." Bill Inserts were approved for Information purposes to residents. Director Despres made the motion and Director Buck Seconded the motion.

The next item to come before the Board was agenda item No. 24, "Consider and take necessary action concerning a list of items that the district already has and needs to replace based on priority." Pall was added to the list of Inventory and an amended

Inventory will be submitted at next Board meeting. The item was approved with Director Despres making the motion and Director Buck Seconding the motion.

The next item to come before the Board was agenda item No. 25, “Consider and take necessary action that the district does not have but may need; such as a fire hydrant meter with backflow preventer.” The purchase of a fire hydrant meter was approved with Director Despres making the motion and Director Buck Seconding.

The next item to come before the Board was agenda item No. 26, “Consider and take necessary actions regarding the CMMS proposal.” Jeff Dupont presents the CMMS proposal – there are items that need further attention and will be represented at the September Board meeting.

Vice President Buck motioned for adjournment at 9:37 pm. Director Kaufman seconded the motion with all approving.

Secretary, Travis County WCID No. 18