

**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 October 14, 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, Henry Ochoa, Allen Lindeman and Onna Hendershot of US Water Utility Group, and Jamie Binaut and Michael Luft of MAC.

Vice President Buck called the meeting to order at 12:14 p.m.

The first item to come before the Board was Agenda No. 1, "Approve September 9, 2013 meeting minutes." Pursuant to discussion, Vice President Buck made a motion to approve the September 9, 2013 meeting minutes. Director Breihan seconded the motion with all approving.

The next item to come before the Board was agenda item No. 3, "Receive Bookkeeping Report" Debt services paid, checks 1000 – 1019, Move to Approve Bookkeeping Report. Director Paul Despres made the motion and Bob Breihan seconded the motion. The motion was approved.

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The next item to come before the Board was agenda item No. 4, "Consider and take any necessary action of bills and invoices relating to operational expenses-Professional." The Bills and Invoices were approved for payment. Director Paul Despres made the motion and Bob Breihan seconded the motion.

The next item to come before the Board was agenda item No. 5, "Consider and take necessary action to obtain official copy of District brokerage list." Michael Luft presented the Board with a list of Authorized Brokers for the Board to Authorize. Mr. Buck made the motion and Bob Breihan seconded the motion. The motion was approved.

The next item to come before the Board was agenda item No 6, "Consider and take any necessary action regarding annual review of investment Policy." It was determined the investment Policy needs updated and the Board will examine the policy at the November Board Meeting.

The next item to come before the Board was agenda item No. 7, "Consider and take any necessary action to employ district Auditor." The Board was presented with documents from David L. Merritt, P.C. concerning the upcoming audit for the year ended September 30th. Director Paul Despres made the motion and Bob Breihan seconded the motion. The motion was approved.

The next item to come before the Board was agenda item No. 8, "Consider and take any necessary action to Write Off uncollectable accounts." This item will be discussed further at the November Board meeting.

The next item to come before the Board was agenda item No. 9, "Consider and take any necessary action on delinquent accounts." Director Paul Despres made the motion to send uncollectable accounts to collections, Mr. Buck Seconded the motion. The motion was approved.

The next item to come before the Board was agenda item No 10, "Consider and take any necessary action regarding the remaining funds of the existing bond." This item will be discussed further at November Board Meeting.

The next item to come before the Board was agenda item No. 11, "Consider and take any necessary action regarding the payoff of existing bond for Travis County WCID No. 18." This item will be discussed in more detail at the November board meeting, when more information is available.

The next item to come before the Board was agenda item No. 12, "Consider and take any necessary action regarding the issuance of bond for Travis County WCID No. 18." This item will be discussed at the November Board Meeting.

The next item to come before the Board was agenda item No. 13, "Consider and take any necessary action regarding Water Conservation." The Board will revisit this item in 30 days.

The next item to come before the Board was agenda item No. 14, "Consider and take any necessary action regarding water rates." The Board will need to discuss further at the November Board Meeting.

The next item to come before the Board was agenda item No. 15, "Consider and take necessary action regarding the establishment of the District anniversary." This item will need further discussion.

The next item to come before the Board was agenda item No. 16, "Receive Engineer's Report." None presented

The next item to come before the Board was agenda item No. 17, "Receive Attorney's Report." None presented

The next item to come before the Board was agenda item No. 18, "Consider and take necessary action to obtain official copy of District rules." The Board was presented with a generalized copy of district Rules. The Board requests additional discussion of the rules at our November Board Meeting.

The next item to come before the Board was agenda item No. 19, "Receive Managers Report." Jeff Garrett presented the Managers Report to include:

- Maximum flows was 1.519 gallons on September 15, 2013 with the average flow of .942 gallon per day were reported.
- One district leak during the month of September 2013
- The Pal system is completed with no Module failures.

The next item to come before the Board was agenda item No. 20, "Consider and take necessary action regarding Proposed notice from WCID Board to customers." This item will require further discussion at the November meeting.

The next item to come before the Board was agenda item No. 21, "Receive Yearly Maintenance Report." None provided at October Board Meeting.

The next item to come before the Board was agenda item No. 22, "Consider and take necessary actions concerning a list of items that the district already has and needs to replace based on priority." Nothing was reported that was a priority.

The next item to come before the Board was agenda item No. 23, "Consider and approve necessary actions regarding web site development." This is currently an ongoing item, and will be discussed further at the November Board Meeting.

The next item to come before the Board was agenda item No. 24, "Consider and take necessary actions regarding the CMMS proposal." No proposal presented at this time, will revisit after O & M manuals are completed.

Other Matters to come before the board included the request for a new sign on Cuernavaca. Director Paul Despres made the motion and Mr. Buzz Seconded the Motion. The motion was approved.

Vice President Buck motioned for adjournment at 1:25 pm. Director Kaufman seconded the motion with all approving.

Secretary, Travis County WCID No. 18