

**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 December 09, 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 Hyink, Buck, Despres, and Breihan were present, thus constituting a quorum.

Also present at the meeting were Mr. Jeff Garrett of USW Utility Group, and Jamie Binaut and Michael Luft of MAC.

President Hyink called the meeting to order at 7:33 p.m.

The first item to come before the Board was Agenda No. 1, "Approve November 11, 2013 meeting minutes." Pursuant to discussion, Vice President Buck made a motion to approve the November 11, 2013 meeting minutes. Assistant Secretary Paul Despres seconded the motion with all approving. President Hyink approved the motion.

The next item to come before the Board was agenda item No. 3, "Receive Bookkeeping Report" Financial Report given by Jamie Binaut, Ending balance was \$46,707.57. President Hyink would like to look at obtaining online access.

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. Vice President Buzz made the motion, President Hyink seconded the motion. The motion was passed with all approving.

The next item to come before the Board was agenda item No 5, "Consider and take any necessary action regarding annual review of investment Policy." Municipal Accounts provided the Board of Directors with the Investment Policy to review. President Hyink made the motion, and Vice President Buzz seconded the motion. The motion was passed with all approving.

The next item to come before the Board was agenda item No. 6, "Consider and take any necessary action to Write Off uncollectable accounts." Uncollectable accounts were presented to the Board – The Board requested that this Item be further explored after Board rules are established. No action taken at this time, the board will discuss this item at the next Board Meeting.

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 will be discussed further at the January Board Meeting.

The next item to come before the Board was agenda item No. 8, "Consider and take any necessary action regarding the payoff of existing bond for Travis County WCID No. 18." The Board approved paying off existing Bond. Information was to be sent to Gary Kimball to get the process started. President Hyink made the motion, Vice President Buzz seconded the motion. The motion was passed with all approving.

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." No action on issuance of Bonds.

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

The next item to come before the Board was agenda item No. 11, "Consider and take any Necessary action regarding water rates." No action taken at this time.

The next item to come before the Board was agenda item No. 12, "Consider and take necessary action regarding establishment of district anniversary." No action has been taken at this time.

The next item to come before the Board was agenda item No. 13, "Receive Engineer's Report." None presented at this time.

The next item to come before the Board was agenda item No. 14, "Receive Attorney's Report." None presented at this time.

The next item to come before the Board was agenda item No. 15, “Consider and take necessary action to obtain official copy of District rules.” The Board was provided copies of district rules to discuss at the December Board Meeting. District rules were adopted as presented. President Hyink made the motion; Vice President Buzz seconded the motion. The Motion was passed with all approving. The Board has indicated that the District Rules will be included on the District website.

The next item to come before the Board was agenda item No. 16, “Receive Managers Report.” Jeff Garrett presented the Managers Report to include:

- Maximum flows were .513 gallons on November 13, 2013 with the average flow of .427 gallon per day were reported.
- No District Leaks for the month of November 2013

The next item to come before the Board was agenda item No. 17, “Review US Underwater Inspection Report” US Underwater Inspection Report was presented to the Board – A number of items were on the report, but none were of major concern – signs for confined entry were ordered and reported to the Board.

The next item to come before the Board was agenda item No. 18, “Consider and take necessary actions regarding purchase of Compressors at Pall Plant.” Board approved the purchase of two KAESER Compressor for the Pall Plant at the cost of \$22,598.00 – this will replace the two COPCO Compressors which are 11 to 12 years old and one is not currently in service. Director Bob Breihan made the motion, and President Hyink seconded the motion. The motion was passed with all approving.

The next item to come before the Board was agenda item No. 19, “Consider and take necessary action regarding proposed notice from WCID Board to Customers.” No action taken on Proposed notice to customer.

The next item to come before the Board was agenda item No. 20, “Consider and take necessary action concerning a list of items that the district already has and needs to replace based on priority..” No action on priority based needs

The next item to come before the Board was agenda item No. 21, “Consider and approve necessary actions regarding web site development.” No action on web site development - Director Breihan requested review again and if possible to make web site information larger on bill.

The next item to come before the Board was agenda item No. 22, “Consider and discuss Easement Release out of Lots 11 & 12, Block 51, Austin Lake Hills Section 1 (12/61), and Lot 14, Block 51, Austin Lake Hills Section 2 (13/29).” Easement Release was approved with an adjustment between Lot 13 and Lot 11 not granted – the Easement between Lots 11, 12 and 14 were approved. President Hyink made the motion and Vice President Buzz Seconded the motion. The motion was passed.

Other Matters to come before the board included the request for a new sign indicating “Play at own risk” for the parking lot at 1502 San Juan Dr.

Vice President Buck motioned for adjournment at 9:45 pm. President Hyink seconded the motion with all approving.

Secretary, Travis County WCID No. 18