

**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, April 8, 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, Kaufman and Breihan were present, thus constituting a quorum.

Also present at the meeting were Mr. Hal Lanham and Mrs. Kathy Lanham and Mrs. Laura Pavlas of AWR Services, Inc and Mr. Jeff Garrett of Severn Trent, Ms. Jerri Strain and David Ripley of Aqua Texas.

President Hyink called the meeting to order at 7:35 p.m.

The first item to come before the Board was agenda item No. 1, "Approve March 11, 2013 meeting minutes." Pursuant to discussion, President Hyink made a motion to approve the March 11, 2013 meeting minutes. Director Kaufman seconded the motion with all approving.

The next item to come before the Board was agenda item No. 3, "Discuss and take any necessary action regarding proposals for contract services with Travis County WCID No. 18." Director Hyink asked each of the board members if they can be available for a special meeting on Monday, April 22<sup>nd</sup>.

Mr. Hal Lanham of AWR Services, Inc. was in attendance to present their revised proposal for contact services with Travis County WCID No. 18. The rate presented in the proposal from AWR Services, Inc. was \$15,500 per month. Further discussion took place which included the following:

- Background and qualifications;
- Website, Credit Card, billing, mailing equipment, real person to speak to for problem solving;
- Daily operations of the system;
- Equipped for water conservation;
- Import data from current billing system;
- Office less than 10 minutes away;
- Smaller repairs are done in-house and the larger repairs are done by a contractor;
- Rate structuring for the District;
- District's anniversary; and
- Mr. Lanham mentioned his company's long-term relationships with his clients and his staff and their knowledge for billing and water conservation (proposal attached to minutes).

President Hyink and the other board members discussed the following:

- Plant security and the SCADA system at the plant;
- New contract with LCRA;
- Water conservation;
- Meter reading;
- District celebration; and
- Watering restrictions.

Mr. Jeff Garrett of Severn Trent was present to provide an information packet about Severn Trent and informed the Board that a formal proposal for services would be provided at the next board meeting. Mr. Garrett spoke about the current local group and that they have been in business for 30 years, their business is 24 hours, 7 days a week. Senna Hills MUD billing was taken over from Aqua Texas so we have been through the transition before and online access is available for billing and history can be seen by the account holder. Mr. Garrett spoke about their main office which is in the Mopac/Wells Branch area and large repairs are done by a contractor but most repairs are done in house by repair crew.

The Board discussed the following:

- Need to be fiscally responsible for the District;
- Have not heard back from Aqua Texas;
- Spoke to Crossroads;
- Do we want to hire own employees for the District;
- Building use; and

- Irrigation.

The next item to come before the Board was agenda item No. 4, “Consider and take any necessary action for a presentation by Brian Shirley of 3cGeo for mapping.” This proposal was put on hold until a management company is selected.

The next item to come before the Board was agenda item No. 5, “Discuss and take any necessary action regarding the capacity rating and membrane failures and any other items that involve the Pall Corporation and Travis County WCID No. 18.” This item was tabled.

The next item to come before the Board was agenda item No. 14, “Receive Managers Report.” Mr. David Ripley presented the Managers Report to include:

- Three district leaks during the month of March 2013;
- Samco Leak Detection Services; and
- Water Plant and Filter Module Status.

The next item to come before the Board was agenda item No. 16, “Approve payment of bills and invoices relating to operational expenses.” Pursuant to a review of the checks and discussion, Vice President Buck motioned that the District approve checks #12740 through #12760 for payment in the amount of \$80,141.06. Director Kaufman seconded the motion with all approving.

Mrs. Jerri Strain presented the District Financial Report, discussing the cash report, construction funds, bond funds, and actual expenditures versus budgeted expenditures.

Vice President Buck motioned for adjournment at 10:00 pm. Director Kaufman seconded the motion with all approving.

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Secretary, Travis County WCID No. 18