

**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 May 12, 2014 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 Jeff Garrett and Onna Hendershot of USW Utility Group, and Keli Kirkley and Michael Luft of Municipal Accounts.

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

Item No. 1, "Approve April 14th meeting minutes." Pursuant to discussion, Assistant Secretary Despres made a motion to approve the April 14th, 2014 meeting minutes. President Hyink seconded the motion with all approving.

Item No 3, "Receive Bookkeeping Report" Financial Report given by Michael Luft and Keli Kirkley, recommended payment of Checks 1132 – 1155 totaling \$47,252.79, ending balance was \$111,426.06. Vice President Buck made a motion and President Hyink seconded the motion.

Item No. 4, "Consider and take necessary action of bills and invoices relating to operational expenses-Professional." President Hyink moved to pay bills and invoices; Vice President Buck seconded the motion.

Item No. 5, "Consider and take necessary action regarding the remaining funds of the existing bond." There was no discussion on this matter at this time.

Item No. 6, “Consider and take necessary action regarding the issuance of bond for Travis County WCID No. 18.” The Board has requested to be provided a list of necessary major repairs. The item will need further discussion at the next Board Meeting.

Item No 7, “Consider and take necessary action regarding water conservation.” Director Breihan would like the Board to consider setting a schedule for the residents. Mr. Garrett informed the Board that at this time the manner in which the residents are using the watering schedule is keeping water flow even. Director Breihan would like to discuss changing the stage of the drought contingency plan. President Hyink moves to place an explanation of the current stage to be indicated on the bill and the website.

Item No. 8, “Consider and take necessary action regarding water rates.” There was no discussion on this matter at this time.

Item No. 9, “Consider and discuss vertical turbine installation estimate.” President Hyink made a motion to install the vertical turbine for \$5000.00. Vice President Buzz seconded the motion.

Item No. 10, “Consider and review district rules.” The district rules will be discussed further at the next Board Meeting.

Item No. 11, “Consider and review Austin Rainwater Harvesting Rebate Program.” The Rainwater Harvesting Rebate Program will be discussed further at the next Board Meeting.

Item No. 12, “Consider and take necessary action regarding the establishment of the District Anniversary.” This item will be revisited next month.

Item No. 13, “Consider and discuss Engineering Proposals.” President Hyink has more interest in a smaller firm. The Board would like to keep searching for more Engineering firms.

Item No. 14, “Receive Attorney’s Report.” None presented at this time.

Item No. 15, “Receive Managers Report.” Jeff Garrett presented the Managers Report to include:

- Maximum flows were 959,000 gallons on April 30, 2014 with the average flow of 712,000 gallons per day were reported.

Item No. 16, “Discuss ACH processing fees.” The Board was informed of the fees customers were charged for processing ACH payments, and also how USW will be the responsible party for these fees.

Item No. 17, “Consider and discuss web site development.” President Hyink would like the stage 4 requirements to be listed on the website. Item No. 18, “Consider and discuss property located at 1500 San Juan.” The Board will require more than a verbal quote.

Item No. 19, “Consider and review request concerning Partial Easement Vacation concerning 611 Cuernavaca Lane.” Mr. Garrett recommends to approval to the Board. President Hyink moves to vacate. Vice President Buck seconds the motion.

Item No. 20, “Review Valve and fire hydrant survey.” Provided Board with an update on progress with fire hydrant survey.

Item No. 21, “Consider and review Legal registry question from Director Despres.” Assistant Secretary Despres contacted Tony Corbett, Director Despres wanted to ensure that the district was following all safety guidelines by OSHA standards.

Item No. 22, “Review Easements and Maps.” The Board has requested the district continue searching for the Easements within the district. President Hyink suggested hiring an intern as a start.

Item No. 23, “Consider and discuss using a title company to identify easements within the district.” Mr. Garrett spoke with Jay SouthWorth Title Company. The cost would be \$200 - \$600 per lot.

Item No. 24, “Consider and review Easement Statement for Vacation of Property at 1705 Cuernavaca Dr.” President Hyink made a motion; Vice President Buck seconded the motion. President Hyink signed the documents for Easement Vacation.

Item No. 25, “Consider and review information concerning joining AWWA.” President Hyink made a motion to join AWWA. Vice President Buck seconded the motion.

Item No. 26, “Consider and review customer request concerning fire hydrants along Lisa Drive.” Mr. Garrett has indicated that the 4” line will need to be a 6” line. Mr. Garrett has been quoted \$40-\$50 per foot. Mr. Garrett will contact the customer to determine if he is still planning on this supplying the update.

Item No. 27, “Consider customer bill dispute concerning 9505 Saugus.” President Hyink stated customer can be billed for normal usage markup.

Item No. 28, “Consider and review customer concern concerning previous bill at 2319 Cuernavaca Dr.” President Hyink moved to remove previous billing, to give customer average billing at that time period.

Other Matters to come before the board.

Vice President Buck motioned for adjournment at 9:28 pm. President Hyink seconded the motion.