

**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 12th, 2015 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, Kaufman, Despres and Breihan were present thus constituting a quorum.

Also present at the meeting was Scott Spidle and Onna Hendershot of USW Utility Group and Taylor Kolmodin of Municipal Accounts.

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

Item No. 1, "Approve September 2015 meeting minutes." Vice President Buck moved to approve minutes from September 2015 with the stipulation that the specified corrections be made to the minutes to reflect the correction of Despres to Kaufman in the roll. Secretary Kaufman seconded the motion with all approving.

Item No. 2, "Recognize Citizens." Several Citizens were in attendance for the October 2015 Board Meeting.

- The accuracy of the district web site was indicated to need additional attention by the Board. Email links were broken that need repaired for contact purposes.
- Jim Behrens residing at 2703 Vallarta reported contacting the afterhours contact and indicated no return call backs on two separate occasions. He indicated that when contacting the District office during office hours he received operator assistance as requested for the problem existing at personal residence. Customer does not feel rates should be raised due to difficulties with response time.

- Susan April residing in the San Luis neighborhood indicated ongoing problems with water pressure. The resident stated the pressure would go down to almost nothing and then would surge back up to appropriate pressure. The drop in pressure occurs unexpectedly and the duration it lasts is uncertain each time. Assistant Secretary Despres questions if the Pressure in the district is sufficient, and has requested a water model be determined. President Hyink has requested the underlying cause of the drop in pressure be determined. Assistant Secretary Despres would like to know the demand in the district. Mr. Spidle of USW has recommended to the Board to utilize pressure recorders and after the results are available discuss with Robbie Callegari, the district Engineer to determine if any changes should be made per President Hyinks request.
- Bruce McCormick residing at 1802 Cliffwood indicates payments to account have been misapplied each month. The customer indicated he has updated all account information with his online bill payments. Scott Spidle of USW indicates to the Board he will determine why the payments have been processing slowly. The customer also indicates he has had several meter changes recently. The Board questions the reasons for changing a meter, USW indicates to the Board meters are only changed if the register is over a million or if the lens is cracked and the meter can no longer be read.

Item No. 3, "Receive Bookkeeping report." Financial Report given by Taylor Kolomodin, recommended payment of Checks 1590 – 1613 totaling \$93,889.09 with an ending balance of \$10,981.65. President Hyink makes a motion to pay checks 1590 – 1613, Secretary Kaufman seconds the motion with all approving.

Item No 4, "Discuss Rental Property" The district has obtained a copy of the lease relating to the rental property. The Commercial Lease will be discussed in more detail at a later date.

Item No. 5, "Discuss property located at 1500 San Juan." The Board would like to consider setting up insurance and changing over utilities into districts name for the property next door. Further discussion will be needed upon insurance quotes provided to the Board.

Item No. 6, "Consider and take necessary action regarding updating water rates." Board President Hyink indicated to residents attending the Board Meeting that due to the reservation fees, and LCRA raising their rates it would be necessary to raise the district rates. The current rate for Reservation Fees monthly is \$10,000 and \$120,000 yearly. USW staff provided the attending residents copies of the proposed rate increase summary packets. The comparison indicates that 1/3 of the residents will be impacted on the higher consumption rates. This indicates that most of the customers having high consumption will carry a lot of the cost. Assistant Secretary Despres would like to see commercial rates indicating more tiers. The Board indicates the adjustments for commercial vs residents need to be specified. They would like to see more tiers added for commercial rates. The Board indicates to the residents the pending rate increase

would ensure that necessary repairs for both Preventative maintenance and any emergency maintenance would ensure the funds would be available.

Item No. 7, "Discuss rainwater harvesting program." Director Breihan provided informational packets relating to rainwater harvesting. Assistant Secretary Despres indicated concerns of records of backflow preventers within the district. Despres recommended to implement a checklist and create an sop. When creating an application we should look at the application that is used in San Marcos to model TC18's from. Mr. Spidle of USW will do an SOP for the administrative requirements for processing. It will also be indicated that multiple inspections will be necessary, and reimbursement should be on a volumetric basis. Directors Despres and Breihan will work together over the next month to add to current Rainwater Harvesting Proposal.

Item No. 8, "Consider and Discuss Easement Vacate for property located at 2205 Balboa Rd." The Engineer was provided with a copy of the Plat relating to this property, the engineer indicated that as long as the easement did not cross any water lines he did not have a problem with the district vacating the easement. USW verified this information – the easement does not cross any water lines. President Hyink moved to vacate the easement, Vice President Buck Seconded the motion with all approving.

Item No. 9, "Consider and discuss replacing control solenoids for Pall Unit." Chemicals used in the CIP Process have evaporated in to the air causing deterioration of components. Mr. Spidle of USW recommended removing chemicals to avoid further deterioration, the proposed repair was to build a building inside the existing building due to impervious cover. An additional option would be to utilize a box trailer, or enclosed trailer to store the chemicals. This would allow the operator to utilize the chemicals on an as needed basis and then move them across the street when not in use. Assistant Secretary Despres indicates a more permanent structure instead of a mobile solution would be the best course of action in his opinion. President Hyink feels the best solution is constructing the structure in the building to house the chemicals permanently. This option is a more secure resolution to the problem. The Board has requested that the district Engineer be involved with this solution, provide a quote to the Board at the next meeting. Determine if any documentation needs to be provided to TCEQ.

Item No. 10, "Receive Attorney's Report." None give at this time. President Hyink has indicated to the Board that she would like to contact the Attorney in reference to contract changes and how much notice she would need to give.

Item No. 11, "Receive Engineers Report." None to provide at this time.

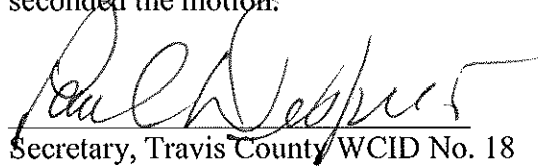
Item No. 12, "Receive Managers Report." Scott Spidle of USW provided the Managers report to include:

Maximum Flows were 1,736,000 Gallons occurring on August 12th, 2015 with an average flow of 1,336,000.

- There were no district leaks in the month of September.
- 4 meters changed

- There were no taps and meters set in the month September.
- There were no module failures in the month of September
- Indicated to the Board the backwash valve was broken on the inside – will provide a quote for replacement due to ware and tare.
- Updated Board to the status of the Air Compressors – the manufacturer located rust, the first recommendation was to provide clean air to air compressor. Showed Board parts from air compressors – the manufacturers are unsure of the shortened life span due to the air quality from chemicals. President Hyink moved to go forward with constructing the building within the building. Buck seconded the motion.
- Pressure recorders will be placed throughout areas experiencing drop in pressure.
- Interconnect – major issue, Raw Water line break. An agreement between PUA and TC18 indicating 1000 gallons for 1000 gallons or a like kind water agreement needs put into place. They would benefit parties on both sides.
- Discussed Capital Improvements with the Board. New Scada System Critical (Auto Dialer) President Hyink questions about replacing existing lines. The Board inquires if fire flow issues exist.
- 3cGeo Mapping system should be constantly updated for the most accurate data. The district should be providing 3cGeo with the information to do this.

Secretary Kaufman motioned for adjournment at 11:15 pm. Vice President Buck seconded the motion.



Secretary, Travis County WCID No. 18