

**APRIL 15, 2019 MINUTES  
MEETING OF THE BOARD OF DIRECTORS OF  
TRAVIS COUNTY WATER CONTROL & IMPROVEMENT DISTRICT NO. 18**

A meeting of the Board of Directors of Travis County Water Control and Improvement District No. 18 was held on the 15<sup>th</sup> day of April 2019, beginning at 7:30 p.m. at the District's administrative office located at 1502 San Juan Drive, Austin, Texas. Notices of the time, place and the subject of the meeting, and the actions to be taken at the meeting, were posted at the places and for the time required by the laws of the State of Texas.

The meeting was called to order at 7:32 p.m. with the following directors present: President Paul Despres, Vice-President Ashley Troy and Secretary Jennifer Sullivan. Secretary/Treasurer Brian Burns and Director David Ochsner were absent. Also present were Tony Corbett (District Attorney), Robby Callegari of CMA Engineering (District Engineer) and Mike Morin of Crossroads Utility Services, LLC (District Manager).

Agenda Item 1: Public Comment

A number of residents provided comments to the Board of Directors. One resident asked about zebra mussels within the District's intake system. He recommended the District install copper screening at the intake structure. Mr. Morin described the zebra mitigation measures previously implemented by the District. The Board requested that the resident contact Mr. Morin if he desired to discuss the matter in more detail.

Another resident expressed concern regarding the quality of water services. She noted that she had reported a leak, and the District's response and subsequent repairs were not timely or adequate. She expressed concerns that the water leak may have impacted customer health. She also asked whether it is viable to replace the District's distribution system due to its age and condition. The Board asked about the leak incident and described its waterline break and water quality testing policies.

Another resident also addressed leaks in the District's water distribution system. He offered to send historical leak detection data to the District. He also stated that certain valves in the distribution system were inoperable and requested the District to proceed with repairs. Mr. Morin noted that the valves were being evaluated, and the District would not proceed with the repairs until the implications on system operations could be evaluated. The resident also noted that TCEQ had issued a Notice of Violation (NOV) to the District. Mr. Morin stated that the NOV had been furnished to the Board and would be discussed during the meeting.

Agenda Item 2: Approval of Meeting Minutes

Director Sullivan moved that the Board approve the March 11, 2019 meeting minutes subject to correction of the names of directors making certain motions. Director Despres seconded the motion, which carried unanimously (3-0).

Agenda Item 3: Bookkeeper Report

The Board considered the written monthly Bookkeepers Report. After discussion, Director Sullivan moved that the Board approve the Bookkeepers Report and payment of bills and invoices (Check Nos. 3034 through 3056) as presented in the Bookkeeper Report and Supplemental Bookkeeper Report. Director Troy seconded the motion, which carried unanimously (3-0). A copy of the Bookkeepers Report is attached to these meeting minutes.

#### Agenda Item 4: Operation and Service Matters

Mike Morin presented his monthly operations and services report. He provided data regarding water loss, usage and repair and maintenance activities. He reported that the mobile water treatment plant had been installed. He also reported that the mandatory water conservation notice had been furnished to customers.

Mr. Morin reported that the motor control center replacement had commenced.

Mr. Morin also reported that the smaller of two water tanks at Woodlake Trail is leaking. The Board noted that the District Engineer should run the District's water model to evaluate the necessity of the tank and to develop recommendations for potential replacement of the tank.

Mr. Morin also provided a report regarding a TCEQ Notice of Violation. He noted that the low pressure allegation had already been corrected. With respect to the aboveground water transmission line allegation, Mr. Callegari recommended that the District seek a variance to allow the line to remain aboveground due to topography challenges. The Board requested that the District Engineer seek a variance from TCEQ for the line.

#### Agenda Item 5: Engineer's Status Report Regarding Pending Engineering Projects

Mr. Callegari provided a status report regarding ongoing engineering projects. He provided updates on the status of the water treatment plant revisions and impervious cover acquisition. He noted that the West Travis County PUA would consider the request for an emergency interconnect at its April meeting. He also reported that he had received information that the conversion to three phase power at the intake was the next project to be designed by Austin Energy.

#### Agenda Item 6: Use of Surplus Bond Monies

Director Sullivan moved that the District Engineer prepare and prosecute an application for use of surplus bond monies for the list of potential maintenance and repair projects. Director Troy seconded the motion, which carried unanimously (3-0).

#### Agenda Item 7: Agreement with Jeffrey Dochen Relating to Service Commitment and Easement

The Board tabled consideration of this item.

#### Agenda Item 8: District Website and Communication Matters

The Board discussed information posted on the District's website.

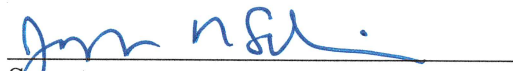
Agenda Item 9: Summary of Action Items

The Board identified the following action items:

1. Mr. Callegari would run the District's hydraulic model to evaluate the necessity and benefit of continued operation of the leaking water storage tank.
2. Mr. Morin would secure a proposal from qualified contractors to evaluate the integrity of other District tanks and infrastructure.
3. Mr. Morin would send weekly communications to the Board regarding the status of the water treatment plant control replacement project.
4. Mr. Morin would provide final contract documents to legal counsel for changing the District's customer billing system.
5. Mr. Callegari would seek a variance from TCEQ for the aboveground water distribution line.
6. Mr. Callegari would prepare an application for TCEQ approval for use of surplus bond monies for District repair and improvement projects.
7. Mr. Callegari would prepare bid documents for the chemical storage building addition at the water treatment plant. He would also evaluate whether there are any applicable design standards for the facility.

Agenda Item 11: Adjournment

At 10:00 p.m., Director Sullivan moved to adjourn the meeting. The motion was seconded by Director Troy and passed unanimously (3-0). The meeting adjourned at 10:01 p.m.

  
Secretary

Date: 5/13/19