

**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 22, 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 of AWR Services, Inc and Mr. Scott Manuel, Mrs. Kristi Hester and Mr. Bill Fry of Severn Trent, Mrs. Autumn Phillips of MAC, Inc., Mrs. Patricia McGee of 603 N. Cuernavaca and Mrs. Denise Wickersham of 1804 Tonto, 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. 3, "Discuss and take any necessary action regarding proposals for contract services with Travis County WCID No. 18."

Mrs. Autumn Phillips of Municipal Accounts & Consulting, L.P. was present to present their proposal and discussed the following:

- Background and qualifications;

- Prides themselves on investments, could put 4 million in CD's and earn around \$15,000 in interest to have their money work for them;
- Ability to get everything into compliance for the audit and create a depreciation schedule for and extra charge of \$1,750.00;
- Track projects, how much spent, how much over budgeted amount;
- Financials can be ready in 30 days;
- Invoices can go through the management company and then submitted for payment;
- The accounting company is the second set of eyes; and
- Backups are offsite in three locations.

Mr. Bill Fry of Severn Trent presented a presentation of a handout which is attached to the minutes, the handout detailed the background of Severn Trent. Mrs. Kristi Hester of Severn Trent spoke about the contract and the prices and Mrs. Hester emphasized that all of the management companies do the same thing but Severn Trent has control over staff and they use very few subcontractors. Some of the items discussed:

- Technical staff available for technical questions and solutions at no extra charge to the District;
- Standard Operating Procedures for the staff;
- Familiar with Pall plant;
- Water Conservation; and
- Irrigation Specialists.
- Mr. Hal Lanham of AWR Services, Inc. was in attendance to represent AWR Services, Inc., Mr. Lanham spoke about his company being the local boy and would remove \$1,500 from their bid amount if the accounting services went with Municipal Accounts & Consulting, L.P. Mr. Lanham stated that all companies are very capable of providing the service, their firm has 20 clients and has billing software that can take credit card payments and online payments which would decrease the delinquent accounts.

The board members discussed the following:

- Capability of GIS and if either company has worked with 3CGeo, each of the companies stated no extra charge for this service and neither one of them has worked with 3CGeo;
- Are move in and move outs part of the base fee;
- Invoices plus 10%;
- 60 days notice to current management company;
- Discussion regarding the accounting part and the need for a second set of eyes; and
- The issue of the local office staying open for a presence here.

Vice President Buck motioned for adjournment at 9:46 pm. Director Kaufman seconded the motion with all approving.

Secretary, Travis County WCID No. 18