

**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, September 09, 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 Buck, Despres, and Breihan were present, thus constituting a quorum.

Also present at the meeting were Mr. Jeff Garrett of US Water Utility Group, Jamie Binaut and Michael Luft of MAC, Sam Godfrey of GPS Mapping and Hugh Bender of IWM Mapping.

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

The first item to come before the Board was Agenda No. 1, "Approve August 12, 2013 meeting minutes." Pursuant to discussion, Vice President Buck made a motion to approve the August 12, 2013 meeting minutes. Director Breihan seconded the motion with all approving.

The next item to come before the Board was agenda item No. 3, "Receive Bookkeeping Report" No August bank statements, Debt services paid. 13044 – 13045, ATT & City of Austin. Approve Bookkeeping Report. Director Paul Despres made the motion and Bob Breihan seconded the motion. The motion was approved.

The next item to come before the Board was agenda item No. 4, "Consider and take any necessary action of bills and invoices relating to operational expenses-Professional." The Bills and Invoices were approved for payment. Director Paul Despres made the motion and Bob Breihan seconded the motion.

The next item to come before the Board was agenda item No. 5, "Consider and take necessary action regarding acting on possible bank change." Michael Luft presented that the district is currently with Chase bank, but First Citizens Bank offers no charges and pay 25% interest on checking account. Director Paul Despres made the motion and Bob Breihan seconded the motion. The motion was approved.

The next item to come before the Board was agenda item No 6, "Consider and take any necessary action to Write off uncollectable accounts." This item was tabled.

The next item to come before the Board was agenda item No. 7, "Consider and take any necessary action on delinquent accounts." The Board was presented a list of delinquent accounts, and after review they would determine at a future time and date how they would proceed. Director Paul Despres made the motion and Bob Breihan seconded the motion.

The next item to come before the Board was agenda item No. 8, "Consider and take any necessary action regarding the remaining funds of the existing bond." This item was tabled.

The next item to come before the Board was agenda item No. 9, "Consider and take any necessary action regarding the payoff of existing bond for Travis County WCID No. 18." This item was tabled.

The next item to come before the Board was agenda item No. 10, "Consider and take any necessary action regarding the issuance of bond for Travis County WCID No. 18." This item was tabled.

The next item to come before the Board was agenda item No. 11, "Consider and take any necessary action regarding the fiscal year 2013 – 2014 District Operating Budget." This item passed to approve budget. Director Paul Despres made the motion and Bob Breihan seconded the motion.

The next item to come before the Board was agenda item No. 12, "Consider and take any necessary action regarding Water Conservation." This item was tabled.

The next item to come before the Board was agenda item No. 13, "Consider and take any necessary action regarding water rates." This item was tabled.

The next item to come before the Board was agenda item No. 14, "Consider and take necessary action regarding the establishment of the District anniversary." This item was tabled.

The next item to come before the Board was agenda item No. 15, "Receive Engineer's Report." None presented

The next item to come before the Board was agenda item No. 16, "Receive Attorney's Report." None presented

The next item to come before the Board was agenda item No. 17, "Receive Managers Report." The Managers report was presented to the board to include:

- Maximum flows was 1,745,000 gallons on August 24, 2013 with the average flow of 1,212,000 gallon per were reported.
- Four district leaks during the month of August 2013
- There hasn't been a Water Plant and Filter Module Status failure since last board meeting

Sam Godfrey presented maps to the board for their review – No action was taken.

The next item to come before the Board was agenda item No. 18, "Consider and take necessary action to obtain official copy of District rules." This item was tabled

The next item to come before the Board was agenda item No. 19, "Receive Yearly Maintenance Report." Received Maintenance Report by District Manager. Director Paul Despres made the motion and Bob Breihan seconded the motion. The motion was approved.

The next item to come before the Board was agenda item No. 20, "Consider and take necessary action regarding TCEQ required tank inspection." Tank inspection quote provided to the board with two options. The board approved the ROV inspection for \$1300.00 up to \$1394.00. Director Paul Despres made the motion and Bob Breihan seconded the motion.

The next item to come before the Board was agenda item No. 21, "Consider and take necessary action concerning a list of items that the district already has and needs to replace based on priority." None Provided

The next item to come before the Board was agenda item No. 22, "Consider and approve necessary actions regarding web site development." None provided

The next item to come before the Board was agenda item No. 23, "Consider and take necessary actions regarding the CMMS proposal." This item was tabled

Vice President Buck motioned for adjournment at 9:00 pm. Director Kaufman seconded the motion with all approving.

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Secretary, Travis County WCID No. 18