

**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 March 10, 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, Jamie Binaut of MAC and Residents Jeffrey Dochen and Dusty Baker

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

Item No. 26, "Consider and review customer request concerning fire hydrants along Lisa Drive." Mr. Dochen submitted a letter to the Board of Directors by email requesting the installation of one to two fire hydrants along the Northern end of Lisa Drive. Mr. Dochen told the Board his concerns relating to the possibility of fires in the area, and that he would like the Board Members to consider his request of installing fire hydrants. Mr. Dochen told the Board that the land he owned was not ready for development at this time. President Hyink stated that generally fire hydrants are installed in developed land, the customer felt installing fire hydrants would be a good idea and the Board agreed. President Hyink would like more information on the line size in the area before digging the ground up. President Hyink recommends customer makes plans for installation of hydrants, whereas customer prefers district does the installation. The customer wishes to

pay for the procedure. There will be more discussion on the installation of the water hydrants for Lisa Dr. after more information is gathered.

Item No. 1, "Approve February 10<sup>th</sup> and February 24<sup>th</sup> Special meeting minutes." Pursuant to discussion, President Hyink made a motion to approve the February 10<sup>th</sup> and February 24<sup>th</sup>, 2014 meeting minutes. Vice President Buck seconded the motion with all approving.

Item No 3, "Receive Bookkeeping Report" Financial Report given by Jamie Binaut, recommended payment of Checks 1089 – 1110 totaling \$59,207.83, ending balance was \$71,412.68. President Hyink made a motion and Vice President Buck seconded the motion.

Item No. 4, "Consider and take necessary action regarding Bookkeepers Account resolution." Despres made a motion to accept the Bookkeepers resolution without any of the proposed changes being made to the resolution. President Hyink seconded the motion. The motion was passed with all approving.

Item No 5, "Consider and discuss Municipal Accounts request to move the Board Meeting to the 3<sup>rd</sup> or 4<sup>th</sup> week of the month." President Hyink made a motion to keep Board Meetings scheduled for the 2<sup>nd</sup> Monday of the month. Vice President Buck Seconded the motion.

Item No. 6, "Discuss AVR billing company." The Board was given an introduction to AVR billing capabilities.

Item No. 7, "Consider and take necessary action concerning DPA with Compass Bank." President Hyink Signed the DPA with Compass Bank presented by Jamie Binaut of MAC.

Item No. 8, "Consider and take necessary action concerning Capitalization Policy." President Hyink moved to adopt Capitalization Policy, Vice President Buck seconded the motion.

Item No. 9, "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. 10, "Accept Certification of Unopposed Candidates." President Hyink motioned to accept Certification of Unopposed Candidates; Vice President Buck seconded the motion.

Item No. 11, "Adopt Order Canceling Election." President Hyink motioned to Adopt Order Canceling Election; Vice President Buck seconded the motion.

Item No. 12, "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. 13, “Consider and take necessary action regarding the issuance of bond for Travis County WCID No. 18.” There was no discussion on this matter at this time.

Item No. 14, “Consider and take necessary action regarding Merchants and Professional Credit Bureau Service Agreement.” President Hyink made a motion to approve the Service Agreement; Vice President Buck seconded the motion. President Hyink signed the agreement.

Item No. 15, “Consider and take necessary action regarding water conservation.” Director Despres and Director Breihan will meet during the month of March to discuss water conservation. More discussion on this matter is necessary.

Item No. 16, “Consider and take necessary action regarding revision of drought contingency plan to comply with LCRA letter.” President Hyink made a motion to update current drought contingency plan to comply with LCRA letter. Vice President Buck seconded the motion. The drought contingency plan should indicate that in Stage Four, once per week watering schedule will go into effect.

Item No. 17, “Consider and take necessary action regarding water rates.” There was no discussion on this matter at this time.

Item No. 18, “Consider and discuss district rules.” There was no discussion on this matter at this time.

Item No. 19, “Consider and review Austin Rainwater Harvesting Rebate Program.” Director Breihan would like the Board to consider offering a rebate for installing rainwater tank. Director Breihan and Director Despres will be working together to provide more details to the Board at the next Board Meeting.

Item No. 20, “Consider and take necessary action regarding the establishment of the District Anniversary.” This item will be revisited next month.

Item No. 21, “Consider and take necessary action regarding 3cGeo Contract.” President Hyink made the motion; Vice President Buck seconded the motion. President Hyink signed the contract.

Item No. 22, “Consider and discuss district Engineer.” President Hyink would like Engineer to be discussed with Mr. Corbett. This item will require further discussion.

Item No. 23, “Receive Attorney’s Report.” None presented at this time.

Item No. 24, “Receive Managers Report.” Jeff Garrett presented the Managers Report to include:

- Maximum flows were 613,000 gallons on February 22, 2014 with the average flow of 437,000 gallon per day were reported.
- One Leak in the Month of February

Item No. 25, “Consider and take necessary action concerning a list of items that the district already has and needs to replace based on priority.” No action on priority based items were discussed or of need at present time.

Item No. 27, “Consider and review customer request concerning new service for re-subdivision of 1904 Lauranne Ln.” President Hyink has indicated that the deed restrictions must be reviewed before moving forward. This item will need further discussion.

Other Matters to come before the board.

Vice President Buck motioned for adjournment at 10:00 pm. Director Briehan seconded the motion.

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Secretary, Travis County WCID No. 18