

MINUTES OF REGULAR MEETING OF BOARD OF DIRECTORS
OF TRAVIS COUNTY WCID NO. 19

September 27, 2018

STATE OF TEXAS §
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COUNTY OF TRAVIS §

The Board of Directors of the District met in regular meeting, open to the public, at the Oak Hill Fire Department, 4111 Barton Creek Boulevard, Austin, Texas 78735, on the 27th day of September, 2018 at 12:00 p.m., with the Directors present being Elmer Dangerfield, Pres Sheppard, Dave Risser and Blake Mosher.

Also present were Herb Edmonson of Gray Engineering, Inc., Brett Lanham and Bettina Bell of AWR Services, Inc., Jeff Berrier of Berrier & Company, P.C., Rebecca Jones of RealManage, and Matt McPhail and Allison Nix of Willatt & Flickinger, PLLC.

1. CALL TO ORDER

Board President Elmer Dangerfield called the meeting to order.

2. ROLL CALL OF DIRECTORS

Director Dangerfield took the roll call of Directors. Director Walker was absent.

3. CITIZEN COMMENTS

Director Sheppard stated that his neighbor inquired how to locate an irrigation leak on an acre lot. Brett Lanham said he can contact a licensed irrigator to conduct an irrigation audit.

4. MINUTES OF AUGUST 23, 2018 BOARD MEETING

Allison Nix presented the proposed minutes of the August 23, 2018 regular meeting, as included in the agenda package. Motion was made by Dave Risser to approve the minutes as presented, and the motion was seconded by Pres Sheppard. The motion carried unanimously.

5. ENGINEER'S REPORT

Herb Edmonson presented the Engineer's Report. The milling and overlay project in The Foothills was completed prior to the September Board meeting, and the seal coating at the entrances and driveway cleanups have been done. The contractor reimbursed Community Association Management for irrigation and gate damages. Mr. Edmonson presented Change Order No. 1 which deducted \$36,246.93 to omit erosion control costs and added the cost of cleaning the driveways. The total invoice is \$110,198.35. Mr. Edmonson discussed his letter included in the agenda package recommending project acceptance. After discussion, motion was made by Pres

Sheppard and seconded by Dave Risser to approve Change Order No. 1 and payment of the Lone Star Paving invoice as presented. The motion carried unanimously. (See "Manager's Report" below for further discussion.)

Regarding the televised wastewater system inspection, a few lines still need to be done. Gray Engineering will then review the inspection reports provided by AWR and will write a letter reporting the findings.

There is nothing new to report from the Travis County MUD No. 4 meeting.

6. MANAGER'S REPORT

Brett Lanham presented the Manager's Report as included in the agenda package. 198 customers were billed in August, and there are no new deed restriction violations to report.

There were suggestions from the Board for additional items for inclusion in the next District newsletter, such as electronic meter information, leaking toilet information and irrigation solenoid valve specifications.

Brett Lanham reported that video inspection of the difficult section of line in The Ridge will be done within the first few days of October.

AWR received the results for the lead and copper samples which were submitted to the TCEQ for analysis. AWR recorded the results as required, participating customers were notified of the results, and a notice was mailed to all customers as required by the TCEQ.

Brett Lanham stated the customer at 7714 Sandia Loop, which was the home that recently caught fire, made a request to have their water meter turned back on. A technician turned on the meter, discovered the customer side-valve was not operating correctly, and the meter was subsequently turned back off. AWR suggested the customer contact a licensed plumber to make the necessary repairs. The repairs were made, and service was restored.

AWR received a streetlight repair request at 7718 and 7702 Sandia Loop, and repair technicians determined the electric meters at those locations were not functioning. Austin Energy was contacted for service, and the meters were replaced in September.

As approved by the Board, six street light globes have been ordered and received. Two globes will need to be replaced, and the remaining four globes will be stored for future use.

Brett Lanham reported AWR continues to work with BCNPOA and Austin Energy for maintenance of corroded electrical boxes within the District. Austin Energy initially determined the meter box at 8509 Navidad Drive was within operating specifications. Per the customer's request, AWR has requested a second, supervisory inspection to confirm it is within Austin Energy's specifications.

In addition to cleanup efforts and damage resolution addressed by The Foothills paving project contractor as discussed by the engineer, a small area of landscaping was damaged near 3510 Caribou Trail. AWR is working with contractors to restore the landscaping and will provide an invoice to Lone Star Paving when complete. Herb Edmonson said he was unaware of the landscaping damage and recommended payment to Lone Star Paving be held until all issues have been resolved. Motion was made by Dave Risser to amend the previous motion for approval of Change Order No. 1 and payment of Lone Star Paving's invoice to provide that actual payment shall be held until the District's Manager and District's Engineer have confirmed that all damages have been repaired. The motion was seconded by Pres Sheppard. The motion carried unanimously.

Brett Lanham said there are no new taps or inspection accounts to report at this time.

7. DISTRICT'S ANNUAL AUDIT; ENGAGEMENT LETTER WITH RSM AUDITING FIRM

Matt McPhail presented an engagement letter from RSM Auditing Firm for approval. The audit fee is estimated to be \$16,650, which is a \$500 increase from last year. Motion was made by Blake Mosher and seconded by Pres Sheppard to engage RSM Auditing Firm to perform the District's annual audit. The motion carried unanimously.

8. PUBLIC HEARING ON TAX RATE

Elmer Dangerfield opened the public hearing on the proposed tax rate. Hearing no public comments, Elmer Dangerfield closed the public hearing on the proposed tax rate.

9. ORDER APPROVING THE DISTRICT'S APPRAISAL ROLL AND SETTING THE DISTRICT'S TAX RATE FOR 2018

10. ORDER APPROVING BUDGET

Agenda Item Nos. 9 and 10 were discussed together.

Brett Lanham presented three options for the new budget; the current tax rate is \$0.2307 per \$100 of value. Option A is based on a tax rate of \$0.2575, Option B is based on a tax rate of \$0.2307 which is the District's current rate, and Option C is based on a tax rate of \$0.2603 which is the maximum taxable rollback rate. He noted that water revenue is unpredictable and stated the appraised values of property within the District decreased from last year. Dave Risser commented that the water rates have not changed in more than five years and said he would like to guarantee revenue with taxes then true up by adjusting water rates after completion of a rate study. After further discussion, motion was made by Pres Sheppard and seconded by Blake Mosher to approve the budget as presented by Brett Lanham as Option A. The motion carried unanimously.

Motion was then made by Pres Sheppard and seconded by Dave Risser to approve the Order Approving the District's Appraisal Roll and Setting the District's Tax Rate for 2018 as presented with a tax rate of \$0.2575 per \$100 of value. The motion carried unanimously.

11. RATE ORDER

No action was taken on this item.

12. REVIEW AND AUTHORIZE PAYMENT OF BILLS

Brett Lanham introduced accountant Jeff Berrier of Berrier & Company, P.C. who is in attendance to answer any District financial questions since Melanie Johnson is no longer with AWR Services, Inc. He explained the District expenses for August and noted that Director checks are not yet ready because an adjustment to AWR contact information had to be made with ADP since Ms. Johnson's absence with the company. Director checks will be circulated to Directors as soon as they are available. Motion was made by Dave Risser and seconded by Elmer Dangerfield to authorize payment of the invoices as presented. The motion carried unanimously.

13. ADJOURN

President Elmer Dangerfield adjourned the meeting.



Richard B. Walker, Vice President
Travis County WCID No. 19

ATTEST:



Presley Sheppard, Secretary
Travis County WCID No. 19

[DISTRICT SEAL]

