

**BARTON CREEK WEST
WATER SUPPLY CORPORATION**

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**MINUTES OF MEETING OF THE BOARD OF DIRECTORS
December 15, 2016**

The Board of Directors of the Barton Creek West Water Supply Corporation convened a regular meeting, open to the public, at the CE-BAR Fire Department, 353 S. Commons Ford Road, Austin, Texas on December 15, 2016 at 6:30 P.M.

The roll was called at 6:30 P.M. of the members of the Board of Directors by the President.

Steve Cooper	Present
Beth Kirkhart	Present
Tom Luin	Present
Doris Manning	Present
Jennifer Specchio	Present
Bob Stettner	Present
Meryl Stoller	Present

A quorum of the Board was met. Also present were Valerie Wheeler, William Swanks and Bruce Aupperle.

The next item to come before the Board was to hear citizen communications. There were no citizen communications.

Item 3 was to review and approve the minutes of the November 15, 2016 regular meeting. Director Luin mentioned a spelling correction and added language "commencing in 2017" to the motion concerning the donation to the CE-BAR Fire Department. Director Luin made the motion to approve the minutes as corrected. Director Kirkhart seconded and the motion carried.

Item 4 was to review and consider payment of bills and invoices. Mrs. Wheeler presented the Corporation's bills to the Board for review. Director Cooper made the motion to pay all the bills as presented. Director Kirkhart seconded and the motion carried. Director Specchio reported she had identified a Sales and Use Tax Bulletin from the state that indicates the road overlay project is subject to sales tax. The Board authorized Mrs. Wheeler to contact Contractor's Asphalt to obtain a revised invoice for taxes due on the project. Mrs. Wheeler reported she has submitted documents to the TCEQ seeking certification as a Regional Water and Wastewater system. If the certification is granted by TCEQ then Barton Creek West will become eligible for a sales tax exemption on certain equipment, services, and supplies.

Mrs. Wheeler next gave the general manager's report. She reviewed the cash statements and investments. After disbursements the checking account balance was \$41,820.44 and the invested funds were \$874,271.58. Mrs. Wheeler reviewed the monthly budgets included in the packet.

Mr. Swanks presented the operations report. He reported maintenance and monthly inspections at the treatment plant; lift stations, irrigation fields and water system were routine and normal. He reported a sewer backup was reported Friday evening, December 9, 2016 at 2305 Cliffs Edge. The affected homeowner reported the plumber was unable to get his camera through the wastewater service line. Mr. Swanks had Utility Specialists dig up the line the following morning and discovered the line was clogged by grease buildup. Mr. Swanks reported on the facilities visit that took place on November 16, 2016. He is implementing the suggestions and recommendations made in the Loss Control Survey dated November 16, 2016 by Andrew Blackmon, Sr. Loss Control Consultant, with Higginbotham Insurance. Mr. Swanks provided information concerning the telephone lines and alarm equipment at the treatment plant and lift stations. Currently AT&T is the only provider for the neighborhood. He will do further investigation for next month's meeting to discuss available wi/fi modem/controller devices in order to drop the AT&T service and still maintain emergency service notification to the operator. Mr. Swanks advised the Board that money had been put into the 2017 proposed budget to cover approximately \$16,000 to purchase new impellers for all the pumps in the lift stations. Mr. Swanks and Director Stoller will attend a meeting tomorrow, December 16, 2016, at Austin Armature to discuss the recent lift station pump seal failures. Currently Barton Point and Creeks Edge lift stations are each operating with only one pump. The operations report was accepted as presented.

Mr. Aupperle reviewed the fifteen year capital expense schedule. There was nothing further from the Engineer.

Item 6 was to discuss, consider and take action as necessary to adopt the 2017 budget. Mrs. Wheeler and Director Stoller reviewed the proposed budget. Director Luin made the motion to accept the budget as presented. Director Manning seconded and the motion carried.

Item 7 was to discuss, consider and take action as necessary concerning insurance. Director Luin reported he is working with Higginbotham Insurance and will have a proposal for the next meeting. The Board is expecting to have the proposals ahead of time for the next meeting in order to make an informed decision about which carrier to hire.

Item 8 was to discuss, consider and take action as necessary concerning the PUA. There was nothing further to report.

Item 9 was to set the date of the next regular meeting. The next meeting will be Tuesday, January 17, 2017 at 6:30 PM at the CE-BAR Fire Station.

Item 10 was to consider other business. Director Luin presented gift cards to Mr. Aupperle and TUMCO thanking them for this year's service. There was no other business at this time and the Board adjourned at 8:15 P.M.