

1  
2  
3  
4  
5  
6  
7  
8  
9  
10  
11  
12  
13  
14  
15  
16  
17  
18  
19  
20  
21  
22  
23  
24  
25  
26  
27  
28  
29  
30  
31  
32  
33  
34  
35  
36  
37  
38  
39  
40  
41  
42  
43  
44  
45  
46  
47  
48  
49

MINUTES OF THE MEETING OF  
THE BOARD OF DIRECTORS OF  
WELLS BRANCH MUNICIPAL UTILITY DISTRICT

October 17, 2006

A regular meeting of the Board of Directors was held October 17, 2006, at the Wells Branch Community Center, 2106 Klattenhoff, Austin, Texas. The meeting was open to the public and notice was given as required by the Texas Open Meetings Act. A copy of the Certificate of Posting of the Notice is attached as Exhibit "A".

Members of the Board as it was called to order are:

|                    |                                 |
|--------------------|---------------------------------|
| Charles R. Walters | -President                      |
| Donna Howe         | -Vice President                 |
| Janet Maxey        | - Secretary                     |
| Joy Smith          | - Treasurer                     |
| Tom Cheshire       | - Assistant Secretary-Treasurer |

and all of the Directors were present, except Director Howe, who arrived later, thus constituting a quorum. Also present during the course of the meeting were Don H. Williams, District general manager; Margret Wingrove of ECO Resources, the District's utility firm; John Bartram of Armbrust & Brown, LLP, the District's law firm; Robert Ferguson, P.E., of Murfee Engineering, the District's engineering firm; Joan Zahornacky of 14901 Alpha Collier Drive in the District; and Cliff Avery of Gilleland Creek Press.

Director Walters called the meeting to order at 6:00 p.m. and recognized Ms. Wingrove for a financial report, attached as Exhibit "B," and utility manager's report, attached as Exhibit "C." She noted that the financial report as presented contained an error and that a \$40,000 expenditure should have been expensed under the category of governmental relations. On utility matters, Ms. Wingrove stated she had received a bill from the City of Austin Water Utility for bulk water purchases that was designed to "catch up" from a period when the City's water meter was not functioning. She noted that the City had not repaired the meter, and the City was adding five percent to the bill. She stated she requested a meeting with the City and Director Walters opined that the District should not pay the additional five percent unless the City could justify its numbers.

Director Howe arrived at 6:03 p.m.

Director Maxey asked about the number of write-offs, and Ms. Wingrove noted research that showed that the number of homeowners whose accounts had to be written off approximately equaled the number of renters. Director Maxey suggested that the Finance Committee may want to review District policies in light of that information, *and the Finance Committee agreed to do so.*

1 Director Smith suggested that District representatives schedule a meeting with the  
2 management of apartment complexes in the District, *and Ms. Wingrove agreed to*  
3 *do so.* Director Maxey said that she will develop crime statistics of interest to the  
4 apartment community.

5  
6 Director Walters then announced that the Board would receive input from citizens  
7 and recognized Ms. Zahornacky who stated that during her morning walks, she  
8 noticed that some District sprinklers were watering inefficiently. She directed the  
9 Board's attention to information from the LCRA website and suggested the District  
10 practice more conservation-oriented irrigation. Director Walters thanked her for her  
11 input and advised her on how to report irrigation problems. Director Walters noted  
12 that the District used a water well to irrigate and reviewed its history of rainwater  
13 collection. Director Howe pointed out that the District's goal was to avoid using  
14 potable water on irrigation. Ms. Zahornacky thanked the Board for the information.

15  
16 Director Walters then recognized Mr. Williams for a report from the District  
17 manager, including reports on the Community Gardens; solid waste/recycling  
18 services; facilities; landscape; restrictive covenant enforcement; customer service;  
19 recreation; and aquatics, attached as Exhibits "D" through "K." Mr. Williams  
20 reported that IESI's performance of its waste-hauling contract seemed to have  
21 improved as only four fines were levied.

22  
23 Director Walters then recognized Mr. Bartram for a report from the District's  
24 attorney. Mr. Bartram discussed his research regarding Section 8 subsidized  
25 housing. Mr. Bartram further discussed the purchase of undeveloped land from St.  
26 Andrew's Presbyterian Church, and said the closing was pending, awaiting action  
27 from the Church.

28  
29 Director Walters then recognized Mr. Ferguson for a report from the District's  
30 engineer, attached as Exhibit "L."

31  
32 Director Walters announced that the Board would consider items on its consent  
33 agenda:

- 34  
35 **Agenda Item No. 6** Approve, as amended, minutes of the  
36 October 3, 2006 regular meeting; and  
37  
38 **Agenda Item No. 7** Approve Finance Committee  
39 recommendations regarding payment of  
40 bills and invoices and write-offs,  
41 attached as Exhibits "M" and "N",  
42 respectively.  
43

44 **Director Maxey moved, seconded by Director Smith, approval of the**  
45 **Consent Agenda as presented, and the motion passed unanimously.**

46  
47 Director Walters then announced that the Board would receive reports from  
48 Committees:

1 **ADMINISTRATIVE COMMITTEE:** Director Howe reported that the Committee  
2 would be sending out a request for evaluation of TexaScapes, Inc., the District's  
3 landscape contractor. She also reported the Committee had worked on the form for  
4 the Board to use to evaluate the performance of the District manager.

5  
6 The Committee presented its report after researching salaries in similarly situated  
7 communities, attached as Exhibit "O." **The Committee recommendation**  
8 **-serving as a motion and second to revise the District's salary schedule as**  
9 **presented, the motion passed unanimously.**

10  
11 The Committee discussed the Inventory of Services, attached as Exhibit "P." **The**  
12 **Committee recommendation serving as motion and second to approve**  
13 **the Inventory of Services, the motion passed unanimously.**

14  
15 **FACILITIES COMMITTEE:** Director Smith discussed the Committee's  
16 recommendation to set hours at the District's leash-free facility as 8 a.m. to 8 p.m.  
17 The Board generally concurred.

18  
19 **FINANCE COMMITTEE:** No report.

20  
21 **PUBLIC SAFETY COMMITTEE:** Director Cheshire reported that the Committee  
22 was working with the Travis County Sheriff's Office to set up a neighborhood watch  
23 meeting.

24  
25 **RECREATION COMMITTEE:** No report.

26  
27 Director Walters then announced that the Board would receive announcements  
28 from Directors, and the Board discussed reports regarding an Austin area municipal  
29 utility district suing the United States Department of Justice regarding enforcement  
30 of the Voting Rights Act of 1965. The Board then discussed its meeting agenda and  
31 determined it would meet November 7 (Election Day) at the District Office, 3000  
32 Shoreline and November 21 at the Community Center. It also agreed that there  
33 would be a short meeting December 5 at the Community Center, but the December  
34 19 meeting would be cancelled.

35  
36 There being no further business to come before the Board, the meeting was  
37 adjourned at 7:52 p.m.

38  
39 Respectfully submitted:

40  
41  
42  
43 November 21, 2006

44 Date

\_\_\_\_\_  
45 Janet Maxey, Secretary  
46 Board of Directors  
47 Wells Branch Municipal Utility District

48 (SEAL)