

MINUTES OF REGULAR MEETING OF THE BOARD OF DIRECTORS
OF TRAVIS COUNTY WCID – POINT VENTURE

October 23, 2025

STATE OF TEXAS §

COUNTY OF TRAVIS §

The Board of Directors of the District met in regular meeting, open to the public, at the District Office, 18606 Dr., Point Venture, Texas 78645, on the 23rd day of October 2025, at 3:00 p.m. with the Directors present being Steve Tabaska, Mark Villemarette, Manuel Macias, and Curtis Webber.

Others in attendance were Allen Douthitt of Bott and Douthitt, PLLC, Derek Klenke of Trihydro Corporation, and Dodie Erickson and Jean Cecala of Inframark. No guests were in attendance.

1. CALL TO ORDER.

Board President Steve Tabaska called the meeting to order at 3:00 p.m.

2. ROLL CALL OF DIRECTORS.

Jean Cecala called the roll of Directors. Present were President Steve Tabaska, Vice-President Mark Villemarette, Secretary Manuel Macias, and Assistant Secretary Curtis Webber, thus constituting a quorum. Assistant Secretary James Kleiss was absent.

3. PLEDGE OF ALLEGIANCE.

President Steve Tabaska led the Pledge of Allegiance.

4. PUBLIC COMMENTS.

No public comments.

5. PREVIOUS MEETING MINUTES.

The proposed minutes of the September 25, 2025 regular meeting were presented for approval. A motion was made by Director Mark Villemarette to approve the September 25, 2025 regular meeting minutes as presented. Director Curtis Webber seconded the motion. Motion unanimously approved.

6. ACCOUNTANT’S REPORT ON THE FINANCIAL AFFAIRS OF THE DISTRICT, INCLUDING AUTHORIZATION OF PAYMENT OF BILLS – BOTT & DOUTHITT, PLLC.

Mr. Allen Douthitt of Bott & Douthitt PLLC gave the financial report for the District. Mr. Douthitt met with the finance committee earlier in the week. Mr. Douthitt went over invoices paid by the District in September 2025 through the bookkeeper’s account and presented the August 2025 financials. The Board was provided the report for review prior to the meeting.

Mr. Douthitt reported that approximately \$30,000 of maintenance charges for wastewater will be taken from capital funds. These were charges associated with replacing Manhole #4. He went over other payments made during September then requested approval for transfers.

With no further questions or discussion, Director Manuel Macias made the motion to accept the bookkeeper's report and approve payment of monthly bills, professional services, and authorize Bott & Douthitt, PLLC to transfer funds as noted in the report. It was seconded by Director Villemarette. Motion unanimously approved.

7. OUTDOOR SIGN FOR DISTRICT OFFICE.

President Tabaska explained to the Board that the District's former outdoor sign located at the corner of Venture and Summit Ridge Drives was removed due to rot. He then asked if any of the Board members would like to serve on a sub-committee to choose a new sign. Director Villemarette remarked that he didn't believe a new sign is necessary. Other Board members agreed with Director Villemarette. No action was required.

8. DEPOSIT WAIVER UNDER TEXAS PUBLIC UTILITY COMMISSION RULE 25.478.

President Tabaska explained the District had received a request to waive the deposit with a Family Violence Certification Letter (Texas PUC § 25.478). He said the District's attorney said the District does not fall under this rule. President Tabaska asked the Board if they would like to offer a waiver of this customer's deposit. Director Villemarette asked if the letter had been verified. Mrs. Jean Cecala said she had not called to verify. Director Villemarette said he would like Mrs. Cecala to call the organization and verify the letter is authentic.

Director Macias made a motion to approve waiving the deposit contingent on validation of the letter as a legitimate claim. Director Villemarette seconded the motion. Motion was unanimously approved.

9. AUGUSTA STANDPIPE PROJECT – BAXTER & WOODMAN CONSULTING ENGINEERS.

Director Villemarette led the discussion explaining that Baxter & Woodman had asked delay of another month to continue research of the District AC water pipes. They are looking at pressure rating and flow rates of the District's pipe to assure the pressure anticipated from the new storage system wouldn't cause problems in the District's system or for customers. He added that Baxter & Woodman engineer would be at the November meeting to make a presentation and recommendations for the Board's approval.

Director Villemarette added that core samples would be taken in the current boat storage yard on November 3 by a geotechnical engineer. He said the company would take three samples and have the work finished in one day. They also said that nothing would be disturbed in the yard. President Tabaska asked of the feasibility of looking into buying adjacent property to the current storage area to build the new tank. After discussion, Director Macias said the engineering committee has done a lot of work and we should move forward with their proposed location.

Director Villemarette then asked for the Board's opinion and guidance about adding PRVs to the customers' water lines. He said anywhere from 250 to 750 homes could need a PRV added on their property. A discussion about ownership and responsibility of the PRVs was held with Board agreeing responsibility of the PRVs, once installed, would be on the customers. The Board briefly discussed the need to have these PRVs installed by a qualified person or company. The Board talked about the District being responsible for the installation but would most likely require an updated service agreement with every home impacted. The Board also discussed adding PRVs in the District lines.

No action required.

10. ENGINEER'S REPORT – TRIHYDRO CORPORATION.

Mr. Derek Klenke of Trihydro presented the engineer's report for October. The Board was provided the report for review prior to the meeting.

a. Texas Water Development Board DFUND application

As part of the Engineer's Report, Trihydro relayed that on October 1, District and Trihydro attended a DFund pre-application meeting hosted by Texas Water Development Board (TWDB) and Trihydro has begun working on the online DFund application.

No current engineering issues to report for the District's Water System, Wastewater System or Reclaimed Water System.

On October 15, Trihydro began assisting the District with providing project savings estimates for the Lower Colorado River Authority (LCRA) leak detection grant application. Mr. Klenke said that an email was sent to the District prior to the meeting about LCRA's decision regarding awarding grant money for this project. After President Tabaska read the email stating LCRA would grant \$20,000 to the District for this project, he said the leak detection program would be on the November agenda along with a request for a new water audit.

The Fiscal Year 2025 General Engineering Services contract was closed September 30. Final billing was \$41,187.29 out of projected \$75,000 using only 54.9 percent of the allotted funds.

Director Webber made a motion to accept the engineer's report. Director Villemarette seconded the motion which was unanimously approved.

11. PROPOSED BOND PROJECTS IN DISTRICT AND DISCUSSION OF BOND RELATED PROJECTS AND ISSUANCE OF CONTRACT AGREEMENTS.

Mr. Klenke updated the Directors on the bond-related projects and contracts. The Board was provided the report for review prior to the meeting.

Wastewater Treatment Plant Construction Services Administration – Trihydro reviewed Pay Application No. 23 from Associated Construction Partners (ACP) of \$499,054.92 and recommended for payment. Trihydro reviewed RFI No. 22 and submittal No. 92.

Construction Status – Work at the WWTP continues to progress. The generator at the WWTP has been disconnected for construction and needs to be moved. The Board decided to have the generator moved to the District's shop. Mr. Klenke said the construction on the plant has slowed a little due to replacing Manhole #4. This old manhole was removed and demolished and a new manhole installed. The WWTP construction site is beginning to look different as structures are continuing to be built and much progress has been made at the site.

Whispering Hollow Lift Station – The fence was installed at this construction site. The gate has not arrived but will be installed once it arrives. ACP is currently waiting for Pedernales Electric Cooperative (PEC) to schedule a time to assist with electricity turn off to add the OmniSite and RG3 repeater.

David Vargas of Trihydro is coordinating a meeting with all parties involved for claims submitted.

With no other updates or questions, Director Webber made a motion to accept the Bond Projects report which was seconded by Director Villemarette. Motion unanimously approved.

12. APPROVAL OF CONSTRUCTION PLANS AND PAY ESTIMATES, CHANGE ORDERS AND ACCEPTANCES OF COMPLETION WITH RESPECT TO CONSTRUCTION CONTRACTS.

Director Macias made a motion to approve payment of Pay Application #23 to Associated Construction Partners for \$499,054.92. Director Webber seconded the motion which was approved unanimously.

13. OPERATOR'S REPORT – INFRAMARK.

President Tabaska inquired about alleged policy changes regarding communications between the Inframark Administrator and the Board of Directors. The Account Manager believed there may have been a misunderstanding and assured the Board this issue would be addressed as soon as possible.

There was a discussion about Inframark's unsolicited cost estimates for projects they recommend to the District. President Tabaska inquired about such quotes provided by operations and wanted to ensure the work being requested is necessary and balanced. Director Villemarette stated he is in favor of seeing unsolicited quotes but wanted to confirm the District is not being charged for the creation of them. He also stated that the Board has the power to decline funding such proposals if it chooses to.

Another point made was regarding delays in the creation and dispatching of work orders through the dispatch department.

Ms. Erickson responded to the Board's comments.

Ms. Erickson then gave the Operator's Report for September from Inframark. The Board was provided the report prior to the meeting.

a. Ratify purchase of blower for \$8,378.00 for WWTP.

President Tabaska approved the purchase of a replacement blower for the WWTP earlier this month. The Board was asked to ratify the purchase. Director Macias made a motion to ratify the purchase of the blower for \$8,378.00. The motion was seconded by Director Webber. Motion unanimously approved.

Water Treatment Plant (WTP) and Distribution System – EPA approval for transporting and disposing chemicals was received. Pickup is being scheduled. The temporary disinfectant conversion ended October 8. Nitrite and nitrate samples were taken October 23 and once results are returned, a notice will go out to customers.

The Texas Commission on Environmental Quality (TCEQ) will be performing a Comprehensive Compliance Investigation (CCI) on October 28, 2025 for the District. The inspection will encompass a thorough review of pertinent records, an onsite evaluation of the facilities as well as the collection of a water sample and a pressure test. A pre-inspection by Inframark was completed October 15. Inframark presented a quote to install 14 flushing hydrants in the District to flush dead ends. Ms. Erickson added the proposal was presented before the TCEQ inspection for verification that Inframark had informed the Board. The Board wished to wait until a ruling was made by TCEQ before making a decision to add these hydrants.

Hydrant #46 located at 503 Lakeland Circle is currently bagged. It is a 1969 Mueller hydrant. The hydrant could not be opened to do the monthly flushing. Parts have been ordered for repair and are expected around November 3 due to a 3 to 5-week lead time on the parts.

Wastewater Treatment Plant (WWTP) and Collection System – Manhole #3 is scheduled for replacement the

week of October 27, 2025. President Tabaska said golf course personnel asked that the golf course be protected during this repair. Inframark will contact golf course personnel for access points. Inframark presented a quote to replace Manhole #1 at 18900 Venture Drive for approval. The manhole ring and cover as well as bolts and a gasket need to be replaced. The manhole will also be raised approximately three-inches above the ground. It will be necessary to re-concrete the manhole ring to ensure proper installation and stability. The Board, Trihydro and Inframark discussed lining this manhole. Trihydro was tasked with getting quotes from a company that does this kind of work. The District will most likely want all of the gravity manholes lined in the future.

Director Villemarette brought up the Townhouse grinder pumps at 223 Comanche Lane. He commented that he had recently been back there and didn't notice the sweeps that had previously been installed in that area. He asked Ms. Erickson to find out about the sweeps. He also asked if the pressure loggers had been checked. Ms. Erickson said that the batteries had been changed and loggers were working. He also asked that Trihydro become involved in this part of the sewer system between Comanche Lane and Comanche Drive and give a recommended solution to address numerous problems that area has experienced.

The billing system conversion from AVR to Starnik is scheduled for November for the District. Director Villemarette asked if there will be a grace period during the transition for people who are set up on autopay to also transition to the new payment system. A three-month grace period had been mentioned in a previous meeting within Inframark.

Director Webber made the motion to accept the Operator's report. Director Macias seconded the motion. The motion was approved unanimously.

14. EXPENDITURES CONTRACTS, REPAIRS, REPLACEMENTS AND MAINTENANCE TO OPERATIONS AND MAINTENANCE REPORT IN ITEM 13 ABOVE.

Director Villemarette made a motion to approve the quote to replace Manhole #1 by Inframark for \$2,287.98. Director Webber seconded the motion. Motion unanimously approved.

15. BARGE CAMERA.

Director Villemarette said he had communicated with Chapman Marine and asked if they would like access to the barge camera. Chapman did want access. Director Villemarette said he would furnish emails to give access. He also said he thought Inframark should take primary responsibility for monitoring the camera and contacting Chapman if issues arise. He said that weekends were especially crucial to monitor the barge. No action required.

16. DISPOSAL OF EFFLUENT AND GOLF COURSE IRRIGATION.

- a. Mowing roughs – The District received a quote of \$2,500 from Mr. Bill Cecala for mowing roughs on the Point Venture Golf Course in preparation for winter watering.
- b. Winter irrigation in roughs
The District received a quote from Mr. Bill Cecala to do winter irrigation of effluent into the roughs during the 2024-25 winter season. The quote was for \$2,800 per month to get the hoses and sprinklers ready, oversee the watering while needed and then remove hoses and sprinklers upon completion.

Director Webber made a motion to approve the quotes for mowing and winter irrigation from Bill Cecala. Director Macias seconded the motion. The motion was unanimously approved.

17. RESOLUTION ESTABLISHING OFFICES, MEETING PLACES, AND REGULAR MEETING TIMES.

Attorney for the District furnished a new resolution to establish offices, meeting places and regular meeting times by resolution. An earlier resolution only included the District's office and the offices of Willatt & Flickinger, PLLC as designated meeting locations. Added to the meeting locations are the Point Venture POA Clubroom and Point Venture POA Venture Room both located at 555 Venture Blvd S in Point Venture.

Regular offices for conducting business were not changed. The regular monthly meeting time remained the same. Regular Board of Directors meetings are at 3:00 p.m. on the fourth Thursday of each month.

The resolution is required to be filed with the TCEQ and published in a newspaper of general circulation in the District.

Director Macias made a motion to approve the Resolution Establishing Offices, Meeting Places, and Regular Meeting Times as written. The second was made by Director Webber. Motion unanimously approved.

18. BOARD ANNOUNCEMENTS.

President Tabaska reminded the Board and consultants that the November and December regular meetings will be on the third Thursday of each of those months due to the holidays. Director Villemarette asked if an agenda item could be added next month requesting contractors and consultants not to provide gifts to Board members. He also encouraged everyone to go vote in the coming election.


19. ADJOURN THE MEETING.

President Tabaska adjourned the meeting at 5:28 p.m.



Steve Tabaska, President
Travis County WCID – Point Venture

ATTEST:


Manuel Macias, Secretary
Travis County WCID – Point Venture

Travis County Water
Control &
Improvement
District -
Point Venture