

PUBLIC NOTICE OF SPECIAL MEETING

**TAKE NOTICE THAT A REGULAR MEETING OF THE
Board of Directors of Travis County Water Control and Improvement District Point Venture
will be held at the Venture Room**

555 South Venture Blvd., Point Venture, TX 78645

in Travis County, Texas, commencing on January 23, 2010 @ 9:00 am

**To consider and act upon any lawful subject, which may come before it, including among others,
the following:**

Minutes

1. Call to Order. President Cook called the meeting to order at 9:04 am.

2. Roll call of Directors. Members present; Board President Carolyn Cook, Vice President Sandy Shinn, Director Fred Marshall, Treasurer Sue Filbey and Vice Treasurer Bradley Westmoreland.

3. Citizen comments:

This is an opportunity for citizens to address the Board of Directors concerning an issue of community interest that is not on the agenda. Comments on the agenda items must be made when the agenda item comes before the Board. The President may place a time limit on all comments. The response of the Board to any comment under this heading is limited to making a statement of specific factual information in response to the inquiry, or, reciting existing policy in response to the inquiry. Any deliberation of the issues is limited to a proposal to place it on the agenda for a later meeting. None

4. Discussion and possible approval of December 19, 2009 regular meeting minutes.

Vice President Sandy Shinn made a motion to approve the December 19, 2009 minutes.

President Carolyn Cook seconded the motion. All in favor- motion carried.

5. Office Space. President Carolyn Cook stated that the building is moving along fast, and that the builders have already requested the draw of \$55,660.00. In your folders, you will find a breakdown of the draws. There are 102 more days before the office is complete. There have been a few modifications to windows throughout the building. Bathrooms were also discussed and the committee will look at these changes. Vice President Sandy Shinn explains the outside canisters by the door under the eave, and talks about the pendant light also hanging in the archway on porch (14" and wider) than example. There will also be two fans in the back with lights. There will be a change order, which will include \$1300.00 credit. The electrician wants to meet with Rick Davis on Thursday.

6. Discussion and possible approval for alarm system, local network, telephone system and video surveillance system for new office.

Vice President Sandy Shinn asked about the security cameras inside. There is supposed to be a camera on the front and back porch. The board does not want any cameras inside building. All of the equipment will be in storage area.

President Carolyn Cook asked about the phone system it has eight lines, this will serve general lines. The alarm system is a pad on the front and back, and will cost \$1825.00. Network all rooms they will have outlets this will also work wireless computers and also battery backups.

The phone system will work on battery backups as well, but will only last for about 2 days. Rick Davis also said he plans on having a generator for backups as well. This will cost \$1529.88. Mr. Davis will also make adjustments on alarm system. There will be no DVR, we will go with two cameras and no monitor. There will be four phones with a display, which will include Chance, Michelle, Melissa and the conference room. The other phones will be dummies phones, and we will also have wireless phones. Director Fred Marshall suggested seven phones with display.

The Board agrees on phone system as it stands. We are redoing the contract on the Security System. Dome Cameras will go away. President Carolyn Cook made a motion to keep

the phones, and alarm systems as is, and having the Security cameras approved with modifications. Director Fred Marshall seconded the motion. All in favor- motion carried.

7. Discussion on moving and improvements on buildings. Operations Manager Richard Welcher, Introduces Mike Stuart he is a year graduate student at the University of Texas. Mike spent 7 months in Berlin drafting a Kindergarten building prior to UT. He was in contracts and design. Mike meets with Operations Manager Richard Welcher a couple of weeks ago, to discuss the project, and how long it will take to complete. Mike said it would depend on the specs. Mayor Rich Shinn said that the Village should coordinate this and asked that Richard Welcher work with Ed Stuart. Director Fred Marshall stated that the WCID is funding this and that we should be included on any discussion. WCID has been working on this with Roy Ables, and Joe Kale. Operations Manager Richard Welcher has spoken with Vick Winter who is an engineer, and he will be doing the slab. We need to have a full set of drawings-preliminary constructions plans. We also need to get the scholarship monies and a possible plaque with Mikes name on it. Mike will meet with our Field Operations Manager Courtney Waters, on Monday morning at 10:00 a.m. This item has been tabled for later discussion.

8. Employee Hand Book. President Carolyn Cook states handbook is in good shape. Vice Treasurer Bradley Westmoreland made a motion to approve the Employee Handbook. Treasurer Sue Filbey seconded the motion. All in favor- motion carried.

9. WCID Board Election. The election will begin February 5, 2010 and the Deadline is March 8, 2010. President Carolyn Cook and Director Fred Marshall. Vice President Sandy Shinn may not run again.

10. Financial Report – Monies in the bank are; Compass Operating acct. \$82,545.21, Compass Wireless acct. \$163,530.33, Chase acct. \$41,821.53, TexPool M&O acct. \$71,115.84, TexPool I&S acct. \$243,216.67, TexPool Maintenance & Reserve \$54,393.36 and TexPool WWWCap Improvement Project acct. \$301,840.95. Total in all accounts \$1,137,828.61.

11. Managers Report – 134,000 gallons of water produced per day with the ability to produce 500,000 gallons. 54,000 gallons of sewer treated per day with the ability to treat 62,000 gallons.

12. Adjourn the meeting. President Carolyn Cook made a motion to adjourn the meeting. Vice Treasurer Bradley Westmoreland seconded the motion, all in favor. Motion carried meeting adjourned at 11:11 a.m.

Carolyn Cook, WCID Board President

ATTEST:

Chance Chatham, WCID Office Manager