

PUBLIC NOTICE OF REGULAR 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 WCID Office located at:
18606 Venture Drive, Point Venture, TX 78645
In Travis County, Texas, commencing on July 20, 2013 @ 9:00 a.m.
To consider and act upon any lawful subject, which may come before it, including among
others, the following:**

MINTUES

1. **Call to Order.** Board President called the meeting to order at 9:00 am
2. **Roll call of Directors.** Water clerk Cristin Cecala called roll. Members present:

Board President Fred Marshall,

Vice President Carolyn Cook,

Treasurer John Franz,

Director Brian Probst, and

General Manager Richard Welcher. Members absent: Secretary Sandy Shinn

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.

Resident Wade Shuman spoke regarding a concern he has with the current watering schedule for Stage 2 restrictions. He is not a full time resident and therefore is not always able to be at his home, here in Point Venture, during the week to water on his specified day (Thursday). He asks that the board takes into consideration out of town residents whom are unable to water on their weekday. He has requested a variance on his water day to allow him to water on Saturdays when he is unable to water on his Thursday. – The Board will place this item on next month's agenda for discussion and possible vote.

4. June 15, 2013 Regular meeting minutes. Director Probst made a Motion to Approve the June 15, 2013 regular meeting minutes. Vice President Cook Seconded Motion. All were in favor – June 15, 2013 regular meeting minutes were approved.

5. Service Rules for Water. Vice President Cook reviewed the changes to the service rules for water – Zero Annexation fees; All permitting through Village not District; No irrigation permit required but must be qualified and conduct their practice according to 30 Tex. Admin. Code Chapter 344; Reclaimed water may be used in landscape irrigation systems. Vice President Cook suggests that we start assembling the Rules and Regulations book. The board thanked Vice President Cook for all of her hard work compiling and preparing this document for the boards review.

The board agreed to vote on the Service Rules for Water with the following revisions – Update the date in section 3.1.3 Applicability to **07/20/2013** and update 3.4 Plumbing Permits, Inspections and Procedures – 3.4.1 General #4 to *Installation of **NEW** hot water heaters or water softeners.*

Treasurer Franz made a Motion to Approve the updated Service Rules for Water with the above corrections. Vice President Cook Seconded Motion. All were in favor; the updated Service Rules for Water are approved with the corrections mentioned above.

6. Administrative water software program. Staff asked the board to consider purchasing new utility billing software. Now that we have installed the ElectronicReadMeters we need software to be configured to extract the readings and upload them to the billing software to help eliminate human error. This can be done by adding a module to our current billing system - EasyBill or we can look at implementing new billing software that has this functionality built in. The cost of upgrading EasyBill is approximately \$1500. The cost of the proposed new billing system RVS is \$5795. Other software companies were contacted for pricing and the pricing ranged from \$9,000-45,000. Obviously the more expensive programs had many features and functionalities, that a I WCID our size doesn't have a need to utilize. There was a bunch of discussion regarding upgrading our current software (EasyBill) vs. purchasing new software (RVS). Staff expressed concern regarding the current reporting capability of the current billing software. Director Probst pointed out that we are not looking at a \$1500 option vs a \$5975 option. If we need to do at minimum the \$1500 upgrade plus \$500 annual support for our existing software, then the new software is really only an additional \$3795 investment. Vice President Cook made a Motion to Approve purchasing a new administrative water software program – RVS. Director Probst Seconded Motion. All were in favor, purchasing a new administrative water software program – RVS is approved.

7. Financial Report.

Treasurer Franz gave the financial report. Monies in the banks:

Compass Operating \$75,555.91

Compass Wireless \$78,820.46

Chase (Tax Account) \$23,873.74

TexPool M & O \$188,889.71

TexPool WWW Cap Impr. \$303,254.41

TexPool I & S \$263,534.02

TexPool M & R \$4,546.94

Total monies \$938,475.19

Overall no major changes to the money in the bank; the tax income slightly increased. A citizen questioned if we should look at refinancing the Bond Debt for a lower rate; he also stated that the TexPool interest rates are low – Should we look for a new place to store money to pay off debt? The Board thought that this is a viable exercise to see if we might be able to get a better interest rate on our bond debt.

Vice President Cook made a motion to approve the financial report, Director Probst seconded the motion. All were in favor financials were approved.

8. Changing fiscal year end. The lawyer said in order to change the fiscal year, we only need a motion by the Board. Auditors provided 2 ways to proceed; Option 1 – Run a budget/audit from April 1, 2013 – September 30, 2013 (5 month budget) or Option 2 – Go with a 17 month budget/audit from April 1, 2013 – September 30, 2014. Audit cost is \$5,000 additional for these five months. A typical 12 month audit is \$10,000. If we run the 5 month budget/audit it would cost \$5,000; if we run the 17 month budget/audit the fee would be \$15,000.

Treasurer Franz made a motion to approve changing the fiscal year end to September 30th. Director Probst seconded the motion. All were in favor changing the fiscal year end to September 30th was approved.

Board would like a Resolution to be drafted reflecting the Fiscal Year End change and put on next month's agenda.

Treasurer Franz made a motion to approve a 5 month audit (April 2013 – September 2013). Vice President Cook seconded the motion. All were in favor a 5 month audit (April 2013 – September 2013) was approved.

9. 2013 / 2014 Budget. The preliminary budgets were distributed – a 5 month budget (April 2013 – September 2013) and a 12 month budget (October 2013-September 2013). According to the auditors the new ElectronicReadMeters and the new Billing Software should be budgeted to Capital Outlay. Budget workshop scheduled for Monday, July 29th at 6:15 pm in the WCID conference room.

10. Water Improvements – SCADA update. The SCADA upgrade has been completed. The On-Call cell phone has been upgraded to a smart phone. The upgraded SCADA now gives the General Manager and On-Call water tech the ability to remotely, via smart phone, tweak and monitor the water plant. Field training for the new software will be held in the next few weeks.

11. Managers' Report.

a. water flow

At this time the water plant is treating 238 thousand gallons a day
with the ability to treat 500 thousand gallons a day

b. sewer flow

The sewer plant is treating 53,400 gallons a day
with the ability to treat 82 thousand gallons a day.

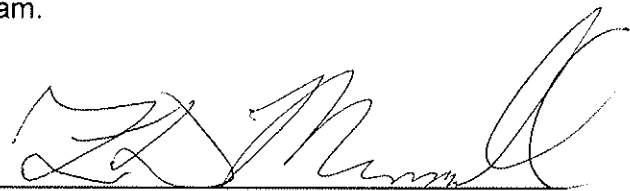
Water Modeling update – Richard met with engineer and provided additional information he requested regarding our current system. In approximately 2-4 weeks the engineer will be ready to prepare what he has so far.

12. Adjourn the meeting.

The Board may go into closed session at any time when permitted by Chapter 551, Government Code. Before going into closed session, a quorum of the Board must be assembled in the meeting room, the meeting must be convened as open meeting pursuant to proper notice, and the presiding officer must announce that closed session will be held must identify the section of the Chapter 551, Government Code, authorizing the closed session.

Treasurer Franz made a motion to adjourn the meeting. Vice President Cook seconded the motion.

All were in favor – meeting adjourned at 10:39 am.



Fred Marshall, WCID Board President

ATTEST:



Chance Chatham – Office Manager