

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 Venture Room located at:
18606 Venture Drive, Point Venture, TX 78645
In Travis County, Texas, commencing on March 16, 2013 @ 9:00 a.m.
To consider and act upon any lawful subject, which may come before it, including among
others, the following:**

MINUTES

- 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, Secretary Sandy Shinn, Treasurer John Franz, Director Brian Probst, and General Manager Richard Welcher. Members absent: None.
- 3. Citizen comments: NONE.**

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.
- 4. February 16, 2013 Regular meeting minutes.**

Secretary Shinn made a Motion to Approve the February 16, 2013 regular meeting minutes. Vice President Cook Seconded the Motion. All were in favor – February 16, 2013 regular meeting minutes were approved.
- 5. Credit Card acceptance.**

Two proposals were presented. One from a company called Yoozy, which offered a flat rate convenience fee to process credit cards of \$2.00, which the customer would pay at time of credit card payment, and a monthly fee of \$24.75, which the WCID would pay in order to provide credit card payment option to our residents via a link on the Village website. All startup costs, annual fees, monthly minimum fees and early termination fees have been waived.

The second proposal was from Compass bank. They suggested that we purchase a credit card swiping Terminal at \$229.00. They did not offer a convenience processing fee which the customer would pay. Instead they offered tiered percentage rates, based on the card type, to process credit cards. These rates range from 1.69% (Qualified rate) to 2.94% (Non-Qualified rate). The WCID would be expected to cover the credit card processing charges per transaction. For example, if a resident pays a bill for \$50, with a qualified card, compass bank will credit our bank account for the \$50 upfront, but then on the 15th of the month they will deduct our compass bank account for the processing fees (\$0.85). So in effect we will charge a customer \$50, they will pay the \$50 but the WCID will only be credited \$49.15.

Questions were raised regarding the \$2.00 customer convenience fee Yoozy's proposal. Is \$2.00 too much to ask the residents to pay?

The question came up regarding Compass's proposal; how do we balance the books?

There is a third credit card processing fee option, which is called interchange rate. Interchange rate would be where the WCID would still incur percentage fees based on processing, but instead of the multiple tiered rates based on card type, the interchange rate is a flat rate.

It was suggested to contact Security State Bank to see what credit card processing options they have. This item will be on next month's agenda.

6. Duties of office.

There are times when the Treasurer might be on vacation so the Board would like to appoint an assistant treasurer. Brian Probst volunteered for this appointment.

Treasurer Franz made a Motion to Approve appointing Brian Probst to Assistant Treasurer. Vice President Cook Seconded the Motion. All were in favor – Brian Probst is now WCID Board Assistant Treasurer.

7. Financial Report.

Treasurer Franz gave the financial report. Total bank balance \$971,265.25. Compass account reduced approx. \$30,000 from previous month – normal operations. Tax money is still coming in. Debt service is approx. \$240,000 year.

Monies in the banks: Compass Operating \$54,063.12; Compass Wireless \$70,770.46; Chase (Tax Account) \$226,454.70; TexPool M & O \$164,925.44; TexPool WWW Cap Impr. \$303,147.56; TexPool I & S \$147,358.54; TexPool M & R \$4,545.43; Total monies \$971,265.25

Secretary Shinn made a motion to approve the financial report; Assistant Treasurer Probst seconded the motion. All were in favor financials were approved.

8. Water System Improvements – progress report.

We are currently waiting on a water modeling proposal from River City Engineering. We received a quote from our electrician of \$3500 to preform work on the raw water pumps to make it possible to run both pumps at the same time during emergency situations. This work will begin within the next couple of weeks. We are still waiting to hear back from the electrician on his proposal to upgrade the scada system.

9. Managers' Report.

a. water flow

At this time the water plant is treating 181 thousand gallons a day
with the ability to treat 500 thousand gallons a day

b. sewer flow

The sewer plant is treating 48,600 gallons a day
with the ability to treat 82 thousand gallons a day.

c. sewer service

A resident is combining multiple lots into a single buildable/taxable lot. He would like to build a mother-in-law house on one of his lots and connect it to his main home. He would like to use the same water tap/service that he is currently using for his existing home, but would like to install a secondary grinder pump at the mother-in-law addition. This brings up a question on how we are to charge for this. Do we charge a sewer tap fee (\$1300) and how do we bill, one water service and two sewer service charges? If two sewer charges, is one billed at minimum home usage (\$8/mth) and the other based on the water usage (normal billing)? If a grinder pump maintenance plan is requested, would it be one \$4 monthly charge for each pump? There was a lot of discussion on this issue. Will place this item on the agenda next month for more discussion and a possible vote on how to handle this occurrence as well as set precedence for future occurrences.

d. electronic read meters

We are at the point where we need to decide if we are going forward with electronic read meters. We need to start replacing old meters due to inefficiency. Richard suggested a 4 year program, spending roughly \$25,000/yr to purchase 100-150 meters a year. The cost of an old meter is approx. between \$40-\$60. The cost of an electric read meter is approx. \$200, which includes the meter and the electronic read head. The life expectancy for a water meter is approx. 7 years and the life expectancy for the electronic read meter head is approx. 20 years. We will contact our electronic read meter supplier to get updated pricing options and will place this item on next month's agenda for more discussion and a possible vote.

e. free toilet and showerhead program

The Travis County WCID Point Venture and the LCRA are working together to provide new WaterSense showerheads and toilets to the residents of Point Venture. If you have an active water account you qualify for 2 showerheads and if your home was built before 1996 then you are eligible to receive two, new water saving, toilet vouchers. Residents take the vouchers to Ferguson Plumbing in Lakeway or Marble Falls and pick up their toilets. A plumber does not have to install the toilet; the homeowner can install their own toilet.

So far we have had 24 owners request showerheads and we have given out a total of 47 showerheads and we have received 15 applications for toilets (30 toilets) as of March 15, 2013. We will be collecting the old toilets and then in June the LCRA will come out to PV and collect all of the old toilets and take them downtown where they will be turned into road base.

In conjunction with the LCRA we will also be offering irrigation audits. A person from LCRA will come out and work with one of our WCID employees and show him how to perform an irrigation audit. Once the employee becomes a licensed irrigation specialist then the WCID will be able to offer and perform irrigation audits.

Board closed regular meeting at 10:15am and announced it would go into Executive session.

10. Executive Session Sec. 551.074 Personnel Matters. Employee performance reviews.

Board opened into regular meeting at 11:46am.

11. Adjourn the meeting.

Vice President Cook made a motion to adjourn the meeting. Secretary Shinn seconded the motion. All were in favor – meeting adjourned at 11:47am.

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.



Fred Marshall, WCID Board President

ATTEST:



Chance Chatham – Office Manager