

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
was held at the WCID Office located at:
18606 Venture Drive, Point Venture, TX 78645
In Travis County, Texas, commencing on June 23, 2018 @ 9:00 a.m.
To consider and act upon any or all of the following:

MINUTES

1. **Call to Order.** The meeting was called to order at 9:00 a.m. by Board President Fred Marshall.
2. **Roll call of Directors.** Jean Cecala called roll. Present were Board President Fred Marshall, Vice- President Carolyn Cook, Secretary-Treasurer Brian Probst, Assistant Secretary-Treasurer Barry Pasarew, Technical Manager Richard Welcher, and Chief Operations Manager Cristin Cecala. Absent was Assistant Secretary-Treasurer Cindy Clemons.

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. In accordance with the Open Meetings Act, Board of Directors is prohibited from acting on or discussing (other than factual responses to specific questions) any items brought before them that are not on the agenda. There is a three (3) minute time limit on any communication.

Resident Anita Roney addressed the Board with encouragement to get wastewater to level one as soon as possible. She also recommended the Board chooses the dual system for the new wastewater plant and to get a communication out to the residents in laymen's terms to make the project easy to understand.

Bill Roney then addressed the Board with his frustration of the Board allowing the wastewater situation to get to emergency level before reacting. Board President Fred Marshall assured Mr. Roney that the Board has been working on the project for months and the WCID is not in a crisis stage.

4. **May 19, 2018 Regular Meeting Minutes.**

Vice-President Carolyn Cook made the motion to approve the May 19, 2018 Regular Meeting Minutes. Assistant Secretary-Treasurer Barry Pasarew seconded the motion. All approved. Motion carried.

5. **Notice of Directors Election.**

- a. **Resolution Authorizing Secretary's Appointment of Agent to Perform Duties During Election Period.**

Section 31 of the Election Code requires the secretary of a governing body of a political subdivision to keep his or her office open for election duties for at least three hours each day, during regular office hours, on regular business days. The Election Code provides that, if the secretary of the governing body does not maintain office during hours and days stated above, the secretary must, subject to the approval of the political subdivision's governing body, appoint another officer or employee of the political subdivision as the secretary's agent to perform the duties set forth in Section 31.123 of the Election Code. The Secretary of the Board of Directors, Brian Probst, of the District does not maintain an office and the Board desires to authorize the appointment of an agent. Board Secretary/Treasurer Brian Probst made a motion to appoint Cristin Cecala as the Secretary's agent to perform the duties set forth in Section 31 of the Election Code for each District election. Vice-President Carolyn Cook seconded the motion. All approved. Motion carried.

b. Notice of Deadline to File Application for Place on Ballot – August 20, 2018.

Applications for a place on the Travis County WCID – Point Venture Board General Election ballot will be available to pick up on July 23, 2018. It must be turned into the office no later than 5:00 p.m. on August 20, 2018.

To file for candidacy, you must meet the following qualifications: shall be a citizen of the United States; shall be a resident of the state of Texas; shall be 18 years of age or older on the commencement of the term filled at the election; shall own land subject to taxation in the District, or be a qualified voter in the District; shall not have been convicted of a felony for which he/she has not been pardoned or had his/her civil rights restored by other official actions. (Texas Election Code 141.001.) shall not have been determined mentally incompetent by a final judgment of a court.

There are three (3) Director positions that will open this election for the Water Board; these positions are for a four (4) year term. The WCID Board would like to encourage the residents to get involved.

Elección de Directores

- **Resolución para autorizar al secretario para designar a un agente para desempeñar funciones durante el período electoral.**
- **Aviso de fecha límite para presentar solicitudes de un lugar en la boleta de votación.**

6. Water Line Improvements, Pay Estimate #13, Prota Construction Inc & Prota Inc, JV.

Trihydro Engineer Scott Swiderski told the Board the waterline project is almost finished. Paving is scheduled to be completed this coming week. Prota is now working on tie-ins and putting new fire hydrants into service. We are currently waiting for results from last bac-t sample to come back before tying in the final section. Compacting of the streets is done and cementing collars around valves is also being finished. A final walk through with management and Board members will be done before final approval is submitted. Secretary-Treasurer Brian Probst made the motion to approve Water Line Improvements, Pay Estimate #13, Prota Construction Inc & Prota Inc, JV for \$167,910.24. Assistant Secretary-Treasurer Barry Pasarew seconded the motion. All approved. Motion carried.

In addition to repairing the streets, Chief Operations Manager Cecala brought up the outstanding repairs needed to the Golf Course parking lot. The parking lot sustained some damage when the W.C.I.D.'s contractors were working on the wet weather storage project. Board President Marshall explained that the Board needs to consider having the work done while the paving contractor for the waterline project is in the Village to avoid additional charges. A special workshop was called for Wednesday, June 27, 2018 at 6:30 p.m. to discuss the Golf Course parking lot paving.

Chief Operations Manager Cecala added that a sealcoat bid from Prota for Phase 1 was presented to the Village Council. The proposal was declined as the Village has already committed to a different product. The Board can now consider its part for road repair in Phase 1 complete.

7. Water Treatment Plant Expansion, Pay Estimate #10, Keystone Construction.

Engineer Scott Swiderski of Trihydro said the paperwork and scheduling issues have been resolved with Keystone so a pay application is being submitted. He clarified the amount in the estimate is for two months. Additionally, he said the new clearwell is up but needs to be disinfected. Keystone is approximately 45 days behind schedule. He said the new water plant should be running at full capacity by the end of August. He also said change orders are being worked on. Secretary-Treasurer Probst made the motion to approve Water Treatment Plant

Expansion, Pay Estimate #10, Keystone Construction for \$433,548.65. The second was made by Vice-President Carolyn Cook. All approved. Motion carried.

8. Proposal for Professional Engineering Services Agreement from Trihydro Corporation - Temporary Wastewater System Controls.

As discussed at the June 14, 2018, meeting of the Board, Trihydro engineers suggested implementing a temporary basin to improve WCID's wastewater treatment capability to reduce BOD and TSS in the interim until permanent wastewater treatment plant upgrades are made. Secretary-Treasurer Probst made a motion to authorize Trihydro Corporation to proceed with engineering services for temporary wastewater system controls not to exceed \$39,441.00. Vice-President Carolyn Cook seconded the motion. All approved. Motion carried.

9. 2018/2019 Budget.

Secretary-Treasurer Brian Probst began the discussion on the 2018-19 budget. This initial draft consists of normal operations **PLUS** temporary Wastewater Treatment Plant improvements estimated around \$350,000. The Board is going to need to find funding for this project. Taxes cannot be raised due to effective and roll back rates. The District will look at grant funding and may need to use reserves to fund the 2018-19 budget. The Board will plan workshops in the future to finalize the budget.

10. Financials

Secretary-Treasurer Brian Probst discussed the financials for the District through May 2018. Normal operations are running very close to budget. Just over \$725,000 total cash is in the bank for operations including reserves which leaves approximately \$400,000 available cash for projects that need to be done now. Mr. Probst then discussed the 2016 Bond Projects. The debt service part of financials is on target even when factoring in pending change orders. Secretary-Treasurer Probst explained that only the timing will be different of when the money will be dispersed. The Bond Projects were initially scheduled for completion by the end of this fiscal year, but that has been pushed back to mid-December. Secretary-Treasurer Probst then made the motion for the Board to accept May financials. Assistant Secretary-Treasurer Barry Pasarew seconded the motion. All approved. Motion carried.

11. Managers' Report.

a. water flow

- At this time the water plant is treating 294,000 gallons a day
- with the ability to treat 500,000 gallons a day

b. sewer flow

- The sewer plant is treating 80,000 gallons a day
- with the ability to treat 100,000 gallons a day.

c. effluent tank

- Effluent tank 1 – 12 feet
- Effluent tank 2 – 6 feet
- Total storage is at 1,080,000 gallons

d. pond levels

- Pond level – 5 ft. .75 in.
- Current inflow vs irrigation discharge average is at -60,520 gallons per day.

Chief Operations Manager Cristin Cecala reported the Village of Point Venture has agreed to sell one of its vans to W.C.I.D. for \$1,000. The van is a 2006 Ford Econoline. She reported the LCRA's cost share check is ready. The LCRA requires a photo of District representatives accepting the check. She gave an update of District employees' work as follows: 122 hours on water and sewer taps, 78 hours on grinder pumps (27 annual checks and 6 troubleshooting), 10 hours on leaks (3 water and 2 sewer), and 170 hours on VOPV services. The drinking water


quality report is ready to post via email and the website. This month a notice will be included on the back of water billing cards. The District had no violations in 2017 listed on the Consumer Confidence Report (CCR).

Technical Manager Richard Welcher added that he attended a meeting about zebra mussels in Lake Travis. He said it was an information gathering session and he learned the use of certain metals and extreme temperatures can kill the mussels. Potentially the District may have to send divers to scrape these mussels from intake lines in the future.

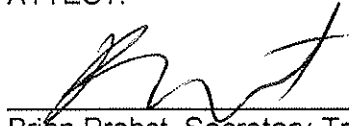
12. Adjourn the meeting.

Secretary-Treasurer Brian Probst made a motion to adjourn the meeting. Vice-President Carolyn Cook seconded the motion. All approved. Meeting adjourned at 11:10 a.m.

This facility is wheelchair accessible and accessible parking spaces are available. The Board of Directors reserves the right to adjourn into closed executive session at any time during the course of this meeting to discuss any of the matters listed above, as authorized by Texas Government Code Sections 551.071 (Consultation with Attorney), 551.074 (Personnel Matters), 551.072 (Deliberations about Real Property). *Travis County WCID Meetings will follow Open Meeting Rules. Be advised that a quorum of the Village of Point Venture Council may be present at these meetings.


Fred Marshall, President, Board of Directors

ATTEST:



Brian Probst, Secretary-Treasurer, Board of Directors