

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 July 21, 2018 @ 10:30 a.m.
To consider and act upon any or all of the following:

MINUTES

1. **Call to Order.** Board President Fred Marshall called the meeting to order at 10:30 a.m.
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 Cindy Clemons, Assistant Secretary-Treasurer Barry Pasarew, Chief Operations Manager Cristin Cecala, and Technical Manager Richard Welcher.

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 and Property Owner's Association (POA) President Frank Engels thanked the Board on behalf of the POA for the successful repairs of the golf course parking lot.

Resident Larry Ryder also expressed his thanks for the golf course parking lot repair. He then asked the Board what the investigation progress is for Chance Chatham. Chief Operations Manager Cristin Cecala said detectives for Travis County asked for additional information from the W.C.I.D. which has been gathered and provided as of last week.

4. **June 14, 2018 Regular Meeting Minutes, June 23, 2018 Regular Meeting Minutes and June 27, 2018 Regular Meeting Minutes.**

Secretary-Treasurer Brian Probst made a motion to approve the June 14, 2018 Regular Meeting Minutes, June 23, 2018 Regular Meeting Minutes, with corrections, and June 27, 2018 Regular Meeting Minutes. Vice-President Carolyn Cook seconded the motion. All approved. Motion carried.

5. **Directors Election**

- a. **Order Calling Directors Election**

Chief Operations Manager Cecala stated three Directors' seats are open in the November election. Each seat is a four year term. Applications to be on the ballot are due on Monday, August 20, 2018 by 5:00 p.m. If four or more applications are received, WCID will need to have an election. If not, at the August Board meeting, the election will be cancelled. Secretary-Treasurer Probst made a motion to approve the order calling for a Directors Election. Vice-President Cook seconded the motion. All approved. Motion carried

- b. **Contract for Election Services with Travis County**

- c. **Joint Election Agreement.**

If an election is needed Travis County will handle all aspects on behalf of the WCID. The WCID pays Travis County for these services based on voter turnout at said election. In anticipation of a possible upcoming election in November 2018, Secretary-Treasurer Probst made a motion to approve a Contract for Election Services with Travis County and

the Joint Election Agreement. Assistant Secretary-Treasurer Cindy Clemons seconded the motion. All approved. Motion carried.

Elección de Directores

- *Orden para convocar una Elección de Directores*
- *Contrato de servicios electorales con el Condado de Travis*
- *Convenio de elecciones conjuntas*

6. Water Line Improvements, Pay Estimate #14, Prota Construction Inc & Prota Inc, JV.

Trihydro representative engineer, Scott Swiderski, announced to the Board that Prota Construction is very close to completing the waterline improvement project. They are currently completing service connections and removing old fire hydrants. A final assessment to the area still needs to be done and a "punch list" created for all corrective measures. Retained funds for this project will be released upon final approval by the Board. Secretary-Treasurer Brian Probst made a motion to approve Pay Estimate #14 of \$175,623.32 to Prota Construction Inc & Prota Inc, JV for Water Line Improvements. Assistant Secretary-Treasurer Barry Pasarew seconded the motion. All approved. Motion carried.

7. Water Treatment Plant Expansion, Pay Estimate #11, Keystone Construction.

Trihydro engineer, Scott Swiderski, also summarized the progress on the Water Treatment Plant Expansion. Keystone Construction had to rework some of the yard piping and the pressure testing has now passed. They are progressing to working on internal piping. The project is at 70 percent completion. The trident system is being finalized and the first clearwell is up. Mr. Swiderski answered questions from the Board about the raw water intake line which will be the last item completed on this project. Projected completion date has been moved back to January 2019. Secretary-Treasurer Brian Probst made a motion to approve Pay Estimate #11 to Keystone Construction of \$46,787.50 for Water Treatment Plant Expansion. Vice-President Cook seconded the motion. All approved. Motion carried.

8. Water Treatment Plant Expansion, Change Order #5, Keystone Construction.

Mr. Swiderski again addressed the Board about Change Order #5 for Keystone Construction for the Water Treatment Plant Expansion. The change order includes five parts, some of which have already been completed. This change order includes the stairways to the barge, removal of chemical drain line, upsizing HVAC system for the new blower equipment room, electrical modification and existing MCC and modifications to high service pump station. The total of the change order is \$117,088.00. Secretary-Treasurer Probst made the motion to approve Change Order #5 to Keystone Construction for \$117,088.00 for Water Treatment Plant Expansion. Vice-President Cook seconded the motion. All approved. Motion carried.

9. Wastewater Master Plan/Temporary Wastewater System Controls.

Discussion about the Wastewater Master Plan/Temporary Wastewater System Controls was postponed to the July 26, 2018 Board meeting.

10. Audit Firm.

Secretary-Treasurer Brian Probst led this conversation with the Board for a change in auditing firms. A proposal from Maxwell Locke & Ritter was presented. Mr. Probst said this firm is an expert in governmental auditing and has done extensive work with other water districts. Mr. Probst felt this is an optimal time to change firms. This new firm does charge a little more than the current firm, but Mr. Probst feels that the WCID will receive value for the extra money. Vice-President Carolyn Cook made a motion to engage the audit firm of Maxwell Locke & Ritter as future auditors for Travis County WCID – Point Venture. Assistant Secretary-Treasurer Barry Pasarew seconded the motion. All approved. Motion carried.

11. Financials.

Secretary-Treasurer Brian Probst discussed the financials for the District through June 2018. The Debt Service account is where we track our 2016 Bond Projects. There is currently just over \$3 million dollars sitting in the bank right now to be used to pay for our debt service related projects. After all 2016 Bond Projects are paid out; we should still have approximately \$1 million dollars remaining. Currently we are showing that we have not paid out as much YTD as we had anticipated. This is due to project completion timeline slippage with the Water Treatment Plant Expansion portion of the 2016 Bonds. Originally we had hoped to have all of our 2016 Bond Projects wrapped by the end of FY 2017/2018. However, due to the new anticipated completion date of the new WTP, we will need to shift approximately \$450,000 of Debt Service related projected expenses into our FY 2018/2019 Budget.

Financials for Maintenance and Operations are looking pretty good. Even though so far we have only collected half of the anticipated/budgeted income for new water and sewer tap fees, due to construction slowing down in PV, we are still right on target with our budgeted net income. Income has been slightly less than projected, but expenses have also been less than anticipated as well.

Secretary Treasure Probst made the motion to approve the June financials. Vice-President Carolyn Cook seconded the motion. All approved. Motion carried.

12. 2018/2019 Budget.

Secretary-Treasurer Brian Probst briefly explained the preliminary budget worksheet that has been created to begin the process of developing the WCID budget for 2018-19. He asked the Board members to use the worksheet to prepare for the August 2, 2018 budget workshop.

13. Managers' Report.

a. water flow

- At this time the water plant is treating 279,000 gallons a day
- with the ability to treat 500,000 gallons a day

b. sewer flow

- The sewer plant is treating 81,000 gallons a day
- with the ability to treat 100,000 gallons a day.

c. effluent tank

- Effluent tank 1 – 3 feet
- Effluent tank 2 – .5 feet
- Total storage is at 428,500 gallons

d. pond levels

- Pond level – 4 ft. 0 in.
- Current inflow vs irrigation discharge average is at -29,789 gallons per day.

Technical Manager Richard Welcher reported that field work has been focusing on grinder pump annual services and troubleshooting. The field has also been dealing with customer service issues that relate to the recent tie-ins of new water lines.

Chief Operations Manager Cristin Cecala said the WCID has caught up with new water/sewer services completing one water and three sewer taps in June while adding three more new services of each in June. Thirty-eight annual grinder pump services and nine grinder pump troubleshooting were performed. Four water leaks were located and fixed. Services provided to the Village of Point Venture accumulated 1,451.24 hours. She said that Vickie Knight played a vital role in helping find a new auditing firm and is attending the Public Funds Investment Act conference this week. Attendance is mandatory every two years. COM Cecala also made the

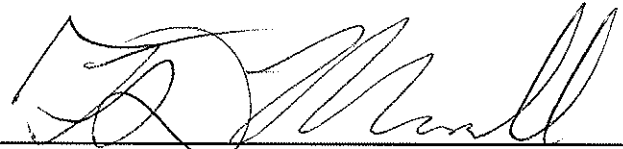
Board aware that the 30 plus-year-old vacuum truck is currently down. She said it would take approximately \$2,000 to rebuild the water pump, but feels it is time for the Board to consider purchasing a newer one. This vacuum truck is a vital part needed when sewer leaks come up. Board President Fred Marshall then announced to the Board that Chief Operations Manager Cristin Cecala has now received her Utility Management Certification through the National Rural Water Association. There are currently 1016 Certified Utility Managers Nationwide and there are only 38 representing the Texas Rural Water Association.

Regular session was adjourned at 12:20 p.m. for closed Executive Session - Consultation with attorney
Regular session reconvened at 12:51 p.m.

14. Adjourn the meeting.

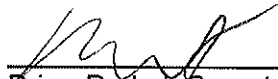
Secretary Treasurer Brian Probst made a motion to adjourn the meeting. Vice-President Carolyn Cook seconded the motion. All approved. Meeting adjourned at 12:52 p.m.

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