

MINUTES OF REGULAR MEETING OF THE BOARD OF DIRECTORS  
OF TRAVIS COUNTY WCID – POINT VENTURE

February 27, 2025

STATE OF TEXAS §

COUNTY OF TRAVIS §

The Board of Directors of the District met in regular meeting, open to the public, at the District Office, 18606 Venture Drive, Point Venture, Texas 78645, on the 27th day of February 2025, at 3:00 p.m. with the Directors present being Steve Tabaska, Mark Villemarette, Curtis Webber and James Kleiss.

Others in attendance were Allen Douthitt of Bott and Douthitt, PLLC, David Vargas and Derek Klenke of Trihydro Corporation, and Dodie Erickson, Curtis Jeffrey and Jean Cecala of Inframark.

1. CALL TO ORDER.

Board President Steve Tabaska called the meeting to order at 3:00 p.m.

2. ROLL CALL OF DIRECTORS.

Jean Cecala called the roll of Directors. Present were President Steve Tabaska, Vice-President Mark Villemarette, Assistant Secretary Curtis Webber and Assistant Secretary James Kleiss thus constituting a quorum. Secretary Manuel Macias was absent.

3. PLEDGE OF ALLEGIANCE.

President Steve Tabaska led the Pledge of Allegiance.

4. PUBLIC COMMENTS.

No public comments.

5. PREVIOUS MEETING MINUTES.

The proposed minutes of the January 30, 2025 regular meeting and the February 10, 2025 special meeting were presented for approval. Director Mark Villemarette made the motion to approve the two sets of meeting minutes as presented. The second was made by Director Curtis Webber. Motion unanimously approved.

6. ACCOUNTANT’S REPORT ON THE FINANCIAL AFFAIRS OF THE DISTRICT, INCLUDING AUTHORIZATION OF PAYMENT OF BILLS – BOTT & DOUTHITT, PLLC.

a. Quarterly Investment Report.

Mr. Allen Douthitt presented the quarterly investment report and answered questions from the Board. Director Villemarette made a motion to approve the quarterly investment report. Director James Kleiss seconded the motion. The motion was unanimously approved.

Mr. Allen Douthitt of Bott & Douthitt PLLC gave the financial report for the District. Mr. Allen Douthitt met with the finance committee earlier in the week. Mr. Douthitt went over invoices paid by the District in January 2025 through the bookkeeper’s account and presented the December 2024 financials.

Through December approximately 53 percent of property taxes had been received. Lower maintenance costs in January equalized the District's expenditures which had been over budget the first month of the fiscal year.

After answering questions from the Board, Director Villemarette made the motion to accept the report and for approval of payment of monthly bills, professional services, and authorization to transfer funds as noted in the report. It was seconded by Director Webber. Motion unanimously approved.

7. AUGUSTA STANDPIPE REPLACEMENT.

Director Villemarette stated that he and President Tabaska had met in a committee meeting to review the two proposals for the Augusta Standpipe replacement project. They agreed that Baxter and Woodman were the most qualified for the project. Engineers Baxter and Woodman were contacted and then sent their engineering proposal. The committee has been negotiating with Baxter and Woodman and has asked Baxter and Woodman for validation of previous reports and data. No action was taken.

8. ENGINEER'S REPORT – TRIHYDRO CORPORATION.

Mr. David Vargas of Trihydro then presented the engineer's report for February.

No current engineering issues were reported for the Water Treatment Plant, Distribution and Storage, or Wastewater System.

Reclaimed Water System – On January 31, Trihydro reviewed and provided recommendations to Inframark's effluent lower pond liner repair and 8-inch effluent pipe trench erosion repair quote. A discussion between Board members began about the water causing the erosion possibly coming from construction of new townhouses on Nicklaus. Board members discussed possible solutions to divert water away from entering the upper pond. President Tabaska tasked Trihydro to create a plan to fill the erosion and divert water away from the ponds. Dodie Erickson of Inframark stated that Inframark can fill the washed-out areas, but will wait for Trihydro's directives.

General Engineering Services – On February 10, Trihydro attended a special Board meeting related to the May 2025 Bond Authorization. No new updates were available for the Texas Land Application Permit (TLAP) renewal.

Director Villemarette made a motion to accept the engineer's report. The second was made by Director Webber and was unanimously approved.

9. PROPOSED BOND PROJECTS IN DISTRICT AND DISCUSSION OF BOND RELATED PROJECT AND ISSUANCE OF CONTRACT AGREEMENTS.

Mr. Vargas updated the Directors on the bond-related projects and contracts. The Bond Program currently has two active projects which are the Wastewater Treatment Plant (WWTP) Construction Services and the Water System Analysis.

Wastewater Treatment Plant Construction Services – On February 6 and in-person meeting between the District, Trihydro, JRSA, Associated Construction Partners (ACP) and Alterman took place. Change Order (CO) 02 was modified to remove ACP bond and insurance costs. Trihydro will present an updated CO 02 at this month's Board meeting for approval. On February 11, Trihydro reviewed pay application #15 from ACP and recommended payment.

Construction Status – Wastewater Treatment Plant - In late January, Inframark completed draining the concrete effluent storage tank and ACP finished cleaning the tank interior in early February. The tank dome

subcontractor began assembling the new tank dome inside the storage tank. During hydrostatic testing in the aeration basin and clarifier hairline cracks and leakage were identified. The subcontractor returned for patching and repairs on February 27. Once that is completed ACP will retest. Other progress was made at the WWTP and the project remains on schedule.

Whispering Hollow Lift Station Construction – On January 28, ACP removed a small shed and wood fence and installed temporary chain-link fencing at the lift station. Bypass of the lift station was done on February 27.

Water Systems Analysis – On January 31, Trihydro completed Travis County boundary review process. On February 7, Trihydro completed the May 2025 Bond Authorization Report and presented it to the Board at its special February 10 Board meeting. After the meeting, Trihydro furnished a revised and updated report to bond counsel and the District.

Director Webber then made a motion to accept the Bond Projects report which was seconded by Director Villemarette. Motion unanimously approved.

10. APPROVAL OF CONSTRUCTION PLANS AND PAY ESTIMATES, CHANGE ORDERS AND ACCEPTANCES OF COMPLETION WITH RESPECT TO CONSTRUCTION CONTRACTS.

Director Webber made a motion to approve Pay Application #15 to Associated Construction Partners for \$124,836.64. Director Villemarette seconded the motion which was approved unanimously.

a. WWTP – Change Order 02

At 3:55 p.m., President Tabaska announced that the Board of Directors would now go into closed session for consultation with the District’s attorney pursuant to Section 551.071 of the Texas Government Code, regarding item number 10a. The Board called the District’s attorney for a consultation. At 4:03 p.m. President Tabaska announced the Board of Directors had concluded its closed session and was returning to the open meeting. No action was taken during the closed session.

A motion to approve CO 02 and reduce Trihydro’s cap for Construction Services for \$28,216.80 was made by Director Villemarette. Director Webber seconded the motion which was unanimously approved.

11. OPERATIONS AND MAINTENANCE REPORT – INFRAMARK.

Ms. Dodie Erickson gave the Operations and Maintenance Report for Inframark.

Water Treatment Plant and Distribution System – Hydrant #51 at the corner of Burke Blvd and Palmer Drive was replaced on February 14. An isolation valve was added for the hydrant. A leaking flange and broken conduit on a cla-val at the WTP was repaired on February 24. Director Villemarette asked that a follow up was done on the still leaking flange. Transfer pump #2 for the WTP was installed February 24. Phoenix Pollution Control & Environmental Services is waiting on a permit from TCEQ to haul away 12 drums of old chemicals stored at the WTP.

Wastewater Treatment Plant and Collection System – The effluent pond liner and erosion around the pond were discussed at a recent operations committee meeting. The pond liner repair had been approved at a previous Board meeting, but the committee asked that the drainage issues be repaired before proceeding with the liner repair. Ms. Erickson reported that the type of liner in the effluent pond is no longer used. Inframark will use a like product and use a tuck and fold process with the industrial type materials to make the repairs.

ACP completed work on the bypass at Whispering Hollow Lift Station. A vacuum service was required to be on site during the transition. ACP called out the vacuum service today as the by-pass line was leaking and

needed repair. Board members asked if Inframark would store the existing working pump once the new pumps are in service.

Director Webber made a motion to accept the Operations and Maintenance report. The second was made by Director James Kleiss. Motion unanimously approved.

12. EXPENDITURES CONTRACTS, REPAIRS, REPLACEMENTS AND MAINTENANCE TO OPERATIONS AND MAINTENANCE REPORT IN ITEM 11 ABOVE.

No action required.

AGENDA ITEMS RELATED TO ELECTION  
(PUNTOS DEL ORDEN DEL DÍA RELATIVOS A ELECCIÓN)

13. Bond Election.

*(Elección de Bonos.)*

a. Any and all other actions that are necessary or appropriate related to the Bond Election.

*(Todas y cada una de las demás acciones que sean necesarias o apropiadas relacionadas con la Elección de Bonos.)*

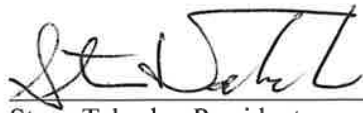
President Tabaska said the deadline was made to submit everything to Travis County; and the bond initiative would be on the May 6 election ballot.

14. BOARD ANNOUNCEMENTS.

Director Villemarette said he and Director Webber had done a test on the existing generator at the WWTP and had run the generator under 75 percent load and it did not have a problem. The Board does not wish to spend any additional money on the generator. Ms. Erickson let the Board know that Generator Field Services had done more work than had been approved by the Board while on site. She believes the generator could be used for the pumps at the EST and ground storage as well as lift stations in case of an electric outage.


15. ADJOURN THE MEETING.

The meeting was adjourned at 4:33 p.m.



Steve Tabaska, President  
Travis County WCID – Point Venture

ATTEST:



Manuel Macias, Secretary  
Travis County WCID – Point Venture



Travis County Water  
Control &  
Improvement  
District -  
Point Venture