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

October 17, 2023

STATE OF TEXAS	§
COUNTY OF TRAVIS	§

The Board of Directors of the District met in special meeting, open to the public, at the District Office located at 18606 Venture Drive, Point Venture, Texas 78645, on the 17th day of October 2023, at 9:00 a.m. with the Directors present being Steve Tabaska, Annette Kikta and Mark Villemarette.

1. **CALL TO ORDER.**

    Board President Steve Tabaska called the meeting to order at 9:05 a.m.

2. **ROLL CALL OF DIRECTORS.**

    Present were President Steve Tabaska, Vice-President Annette Kikta and Assistant Secretary Mark Villemarette thus constituting a quorum. Secretary Manuel Macias and Assistant Secretary Curtis Webber were absent.

3. **PLEDGE OF ALLEGIANCE.**

    President Tabaska led the Pledge of Allegiance.

4. **PUBLIC COMMENTS.**

    No public comments.

5. **ENGINEERING REVIEW OF SCADA SYSTEM.**

    Director Villemarette started the discussion noting that at the October 10, Engineering/Operations committee meeting, TnT reported no progress on Inframark's SCADA to-do list from the WTP Operators, and no progress for the Remote/SCADA Fire Function Mode. He expressed frustration with the small amount of progress on the SCADA to-do list despite multiple meetings, phone calls and emails. To their credit, he noted that TnT did submit a 2-part proposal for a project to upgrade the WTP control system.

    Directors Kikta and Villemarette noted that the service from TnT was much better before a lead designer left TnT which in turn led to Point Venture's tasks being assigned to a TnT subcontractor, CNP. The Board discussed concerns about whether the TnT/CNP team had enough personnel resources to serve the District's needs adequately. The Board also discussed the results Inframark WTP Operators had working directly with Alterman on "to-do list" type tasks with good, timely results; the most significant of which was getting raw water pump 2 back on line.
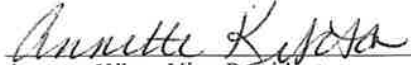
    The Board then discussed the 2-part proposal from TnT. Option 1: Control Panel Modifications to update the WTP PLC cabinet and integrate the new HW into the SCADA system, and Option 2: HMI Functionality Upgrade. The board agreed that the hardware replacements in Option 1 were needed, but there was some uncertainty about whether or not Option 2 was needed.

    The proposal was reviewed by the Board. It was decided there was incomplete and insufficient information in the proposal for the District to accept it. The only action was to communicate to TnT that this proposal was insufficient.

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A discussion about the SCADA system for the new WWTP took place and how broad or narrow TnT's scope of work was within the project as a subcontractor, and the approximate timing of that work. It was decided to revisit the topic once it was fully understood, the previous work assigned shows tangible progress, a viable plan is created, and the proposal from TnT is revised.

6. ADJOURN THE MEETING.

Meeting adjourned at 10:46 a.m.

Annette Kikta, Vice-President
Travis County WCID – Point Venture

ATTEST:

Manuel Macias, Secretary
Travis County WCID – Point Venture

Travis County Water
Control &
Improvement
District -
Point Venture