

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

August 28, 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 Dr., Point Venture, Texas 78645, on the 28th day of August 2025, at 3:00 p.m. with the Directors present being Steve Tabaska, Mark Villemarette, Manuel Macias and Curtis Webber.

Others in attendance were Allen Douthitt of Bott and Douthitt, PLLC, Derek Klenke of Trihydro Corporation, and Dodie Erickson, Katie May and Jean Cecala of Inframark. No guests were in attendance.

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, Secretary Manuel Macias, and Assistant Secretary Curtis Webber thus constituting a quorum. Assistant Secretary James Kleiss was not in attendance.

3. PLEDGE OF ALLEGIANCE.

President Steve Tabaska led the Pledge of Allegiance.

4. PUBLIC COMMENTS.

No public comments.

5. JULY 24, 2025 MEETING MINUTES.

The proposed minutes of the July 24, 2025 regular meeting were presented for approval. Director Mark Villemarette made a motion to approve the meeting minutes as presented. The second was made by Director Manuel Macias. Motion unanimously approved.

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

Mr. Allen Douthitt of Bott & Douthitt PLLC gave the financial report for the District. Mr. Douthitt met with the finance committee earlier in the week. Mr. Douthitt went over invoices paid by the District in July 2025 through the bookkeeper's account and presented the June 2025 financials. The Board was provided the report for review prior to the meeting.

Mr. Douthitt reported that in June the District was approximately \$27,000 ahead of budget. Maintenance charges were consistent with budgeting numbers. Service revenues were slightly higher than budget. The county has collected and disbursed 98.72 percent of property taxes for the District.

a. Quarterly Investment Report

Mr. Douthitt gave the 3<sup>rd</sup> quarter investment report. Director Macias made a motion to approve the third quarter investment report. Director Villemarette seconded the motion. The motion was approved unanimously.

After the Directors' questions were answered, Director Macias made the motion to accept the bookkeeper's report and approve payment of monthly bills, professional services, and authorize Bott & Douthitt, PLLC to transfer funds as noted in the report. It was seconded by Director Curtis Webber. Motion unanimously approved.

7. PROPOSED BUDGET.

Mr. Douthitt led the discussion on the proposed 2026 budget. Mr. Douthitt explained that tax values in the District have generally gone down approximately \$26 million for 2025 compared to last year's values. The District's financial advisor, Dan Wegmiller, recommended the same tax rate as 2024. Director Villemarette recommended the Board stop using the term "returning money to property owners" as the District will not be returning any money and property owners may or may not see a tax decrease from last year depending on their home's taxable value.

Mr. Douthitt went over line items and how the proposed budget for 2026 was determined. Inframark's account manager for the District, Dodie Erickson, added items the Board may consider in the coming budget year. A discussion about estimated surplus in District funds began with Director Villemarette expressing his discomfort in the large number estimated for FY 2026. Mr. Douthitt, President Tabaska, and Secretary Macias all gave various reasoning and proposed use for those funds.

No action was required.

8. ORDER SETTING THE DISTRICT'S PROPOSED TAX RATE FOR 2025 AND PROVIDING FOR PUBLICATION OF NOTICE THEREOF.

Mr. Douthitt led the discussion on the proposed tax rate for 2025. The District's Financial Advisor and bond counsel gave input into the combined tax rate and how it is apportioned. Recommendations for the proposed tax rate is \$0.3742/\$100 of appraised value for Operations & Maintenance and \$0.2980/\$100 of appraised value for Debt Services Fund for a total tax rate of \$0.6722/\$100 of appraised value. The total tax rate did not change from last year's rate. The aggregate taxable value of Point Venture has reduced resulting in a reduction of property tax revenue.

Director Macias made a motion to approve the District's proposed tax rate for 2025 of \$0.6722/\$100 of taxable value and have the public hearing notice published in *Hill Country News*. The motion was seconded by Director Webber. Voting for the proposed tax rate were President Tabaska, Vice-President Villemarette, Secretary Macias and Assistant Secretary Webber. No votes were cast against the proposed rate. Director James Kleiss was absent.

9. LEAK DETECTION OPTIONS.

President Tabaska led the discussion reminding Board members of the presentation by Utilimatics at last month's meeting. This company specializes in leak detection technology. The District also contacted RG3 Meter Company for a proposal on pressure sensors that will work with the radio-based data collection system the District has in place. Director Villemarette expressed his belief that the District should take more time gathering information. He also added he doesn't think any pressure loggers should be tapped into District mains. Director Villemarette asked Trihydro engineer, Derek Klenke, if Trihydro had people who can gather the data

and put together a scope and cost estimate to perform this task to be presented at the next board meeting. After a short discussion, Director Villemarette made a motion to approve Trihydro to provide a scope and cost estimate for this project and request that Katie May of Inframark be included on the team to analyze data that is collected. Director Webber seconded the motion which was unanimously approved.

10. AUGUSTA STANDPIPE PROJECT – BAXTER & WOODMAN CONSULTING ENGINEERS.

Director Villemarette said the engineering committee met with Baxter & Woodman over the past month and Baxter & Woodman is working on high service pump evaluation as well as whether to use a one or two tank option. A proposal from Baxter & Woodman should be ready by the September regular Board meeting. Director Villemarette added that the engineering committee is looking for the lowest total cost solution over District 50 years. No action required.

11. ENGINEER'S REPORT – TRIHYDRO CORPORATION.

Mr. Derek Klenke of Trihydro presented the engineer's report for August. The Board was provided the report for review prior to the meeting.

On August 18, Trihydro provided full size copies of the water system mapping to Inframark. Trihydro was contacted by Inframark with issues of pumps running for the elevated storage tank after a valve was replaced on a main line. Water was recirculating between the two pressure planes causing the pumps to run more than usual. Inframark also found a valve partially opened between the planes which should be closed.

Associated Construction Partners (ACP) gave a cost proposal to replace manhole #4 and approximately 170 feet of piping between it and manhole #5. Trihydro will investigate using other contractors qualified to do this work. President Tabaska had asked Trihydro to get a proposal from ACP so the Board could make a decision to have the work done at this month's meeting. Currently the District is paying approximately \$10,000 a week for a bypass line and diesel generator/pump, as well as 24/7 monitoring of the bypass. President Tabaska did not wish to wait another month to give authority for a decision to be made for repairing the manhole and line. A discussion about what has been done to determine the extent of the damage took place.

Director Macias made a motion to authorize the Board President to approve up to \$166,000 to replace manhole #4 and all corrective measures needed to repair the sewer line. He added an additional \$5,000 for landscaping for tree trimming for access to the location. Director Webber seconded the motion. The motion was unanimously approved.

One final item was the Texas Land Application Permit (TLAP) which was approved and issued on July 25.

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

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

Mr. Klenke updated the Directors on the bond-related projects and contracts. The Board was provided the report for review prior to the meeting.

Wastewater Treatment Plant Construction Services Administration – Trihydro responded to RFIs 17, Whispering Hollow Lift Station (WHLS) low suction cut off float, and RFI 18, relocating effluent transfer and NPW control panels. On July 31, Trihydro reviewed and recommended for payment, Payment Application 21 from Associated Construction Partners (ACP).

On July 31, ACP issued Change Order (CO) #4 related to WHLS fence modifications. CO #4 up for Board approval. On August 19, ACP issued CO #5 for bypassing Manhole #4 due to collapse and failure. CO #5 is up for Board approval. ACP is to provide a cost proposal for replacing Manhole #4 and replacing the 8-inch gravity main between Manholes #4 and #5.

Trihydro also responded to the District when asked about relocating boat trailers from the POA Lift Station site during construction. Trihydro earmarked approximately ten trailers which will need to be removed from the POA storage area during construction. The Point Venture's Property Owners' Association (POA) showed Trihydro an area where the trailers can be temporarily stored for this construction project. ACP will put a temporary fence around the trailers and secure them with a cable/lock. The fence could be in place as early as October 1. The POA has been asked to have the trailers moved from the construction area by November 1, 2025.

Director Villemarette reminded Trihydro of the POA's gasoline line which runs from the POA gasoline storage tank and passes in front of the POA trailer storage gates on Bearden Cove. He strongly urged Trihydro to assure that ACP does not damage that line.

Construction Status – ACP is slightly behind schedule for construction. ACP was asked to install a temporary bypass pumping for Manhole #4 after it collapsed.

Whispering Hollow Lift Station Construction – ACP performed the switch over at WHLS from old to new, including tie-ins to existing yard piping. The old lift station was demolished and ACP salvaged spare pump and accessories for Inframark to keep in storage. Report of a possible smell of gas in the electrical panel is being investigated by Trihydro for mitigation. Director Villemarette said during the two-week trial run of the lift station the OmniSite was not functioning. He would like the OmniSite fully functional and hooked to both pumps for another trial. The construction committee has requested more testing before the lift station is handed off to Inframark to oversee. Additionally, Inframark's Operations Manager, Gerald Connell, has requested being present at the final sign-off inspection for the lift station.

Trihydro's final review of the Bond Application report is currently being completed and should be ready by next month's regular Board meeting.

With no other updates or questions, Director Macias made a motion to accept the Bond Projects report which was seconded by Director Webber. Motion unanimously approved.

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

Director Macias made a motion to approve payment of Pay Application #21 to Associated Construction Partners for \$196,469.78. Director Webber seconded the motion which was approved unanimously.

a. Change Order #4 for the WWTP – Whispering Hollow Fence Modifications.

Change Order #4 is a contract price increase related to increasing new precast concrete fence perimeter by five feet, expanding ten linear-feet to allow sufficient space for new electrical rack and panel installation. No change to contract time.

Director Macias made a motion to approve Change Order #4 for the WWTP – Whispering Hollow Fence Modification for an increase to the contract of \$1,204.88. Director Villemarette seconded the motion. Motion unanimously approved.

b. Change Order #5 for WWTP – Manhole Bypass

Change Order #5 is a contract price increase related to installing temporary bypass for Manhole #4 due to failure and collapse. Price is a weekly cost, which includes bypass pump rental, diesel fuel, and 24-hour monitoring. Set up and tear down are one-time fees. Once the manhole replacement work is completed, the price will be finalized in a lump sum change order. Changes in contract times are to be determined. Director Macias made a motion to approve Change Order #5 for the WWTP – Manhole Bypass of \$10,090.88 per week, plus one-time fees and ongoing fuel use. Director Villemarette seconded the motion. Motion unanimously approved.

14. OPERATIONS AND MAINTENANCE REPORT – INFRAMARK.

Ms. Dodie Erickson gave the Operations and Maintenance Report for Inframark. The Board was provided the report prior to the meeting.

Water Treatment Plant (WTP) and Distribution System – Sheet metal repair in the pump room side wall was completed August 22. Alterman completed running the conduit from the finished turbidity meter to the PLC and the meter was programed on the PLC on August 28. The valves ordered last month from Core & Main should arrive in the next few days to make repairs on leaking check valves.

A broken water gate valve was replaced on the corner of Augusta and Champions Circle. This was completed August 8. The crew made a temporary repair to the street. Inframark installed a pole using specifications provided by Dyezz Security Company for installing of a camera approved by the Board last month. Pole installation was completed August 22. The camera is scheduled to be installed September 2.

Inframark gave an estimate of \$3,752 to move three meters from underneath walkways to the restaurant and two docks to the top of the stairs in a vault located there. This change would protect the meters from future freezes and add a layer of protection for the District for other possible problems.

The Board had previously requested a quote to fully automate Plant A. Alterman provided two quotes to Inframark to completely automate Plant A. The first quote to install a new valve with flow control already configured is for \$44,119. The second quote of \$35,716 is to rebuild the current unit and install new controller and pilot system allowing existing ClaVal to maintain. The Board declined to act on this at this time.

Wastewater Treatment Plant (WWTP) and Collection System – Repair to the eroded area near the upper pond was completed July 25. Board President approved expenses on August 18 for Inframark to perform a sewer manhole survey after the failure of Manhole #4 of \$715.00, results indicating other manholes will likely require replacement. Inframark was asked for quotes to replace manhole #3. Director Villemarette made a motion to ratify the expenditure. Director Webber seconded the motion. The motion was unanimously approved.

Inframark gave an estimate to add four ball and check valves to the District's sewer system near the townhouses on Comanche Drive and Venture Blvd S. The estimate included a Slupe Septic sludge haul. Total estimate is \$12,132.96.

Inframark decided to move to one unified billing system. Presently, Inframark uses AVR and Starnik. However, Starnik provides real-time payment applications, which AVR does not. Starnik will utilize Chase Bank as the payment processor. This requires a Merchant Attestation and Email Verification Affidavit to be signed for WCID. Inframark requested a signature on these documents. Inframark provided information about what the change will mean to the District and its customers. The Board expressed their reluctance to make this change and requested that Ms. Erickson or Ms. May let the decision-makers know of the Board's opinion on this topic.

Inframark also presented a quote of \$856 to dispose of an old boat that is on District property by the Elevated Storage Tank (EST).

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

15. EXPENDITURES CONTRACTS, REPAIRS, REPLACEMENTS AND MAINTENANCE TO OPERATIONS AND MAINTENANCE REPORT IN ITEM 14 ABOVE.

Director Macias made a motion to approve Inframark's estimate of \$3,752 to move three meters for the docks and restaurant to a vault at the top of the stairs. Director Webber seconded the motion. The motion was unanimously approved.

Director Macias made a motion to approve Inframark disposing of an old boat in the Elevated Storage Tank (EST) area. A discussion against approval began and Director Macias withdrew the motion. After more discussion, Director Macias again made a motion to approve Inframark disposing of the boat for \$856. Director Webber seconded the motion. Motion passed by a 3 to 1 vote. Director Villemarette voted against the motion.

Director Webber made a motion to approve a quote from Inframark to add four check valves and four ball valves to the District's sewer system and for Slupe Septic's services for \$12,182.96. Director Villemarette seconded the motion. Motion unanimously approved.

Director Macias made a motion to approve the Board President's signature to the Merchant Attestation and Email Verification for Starnik Conversion. Director Webber seconded the motion which was unanimously approved.

16. BOARD ANNOUNCEMENTS.

No Board announcements.

17. ADJOURN THE MEETING.

President Tabaska adjourned the meeting at 5:58 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