

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

November 20, 2025

STATE OF TEXAS §

COUNTY OF TRAVIS §

The Board of Directors of the District met in regular meeting, open to the public, at the POA Clubroom, 555 Venture Blvd S., Point Venture, Texas 78645, on the 20th day of November 2025, at 3:00 p.m. with the Directors present being Steve Tabaska, Mark Villemarette, Manuel Macias, and James Kleiss.

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

1. CALL TO ORDER.

Board President Steve Tabaska called the meeting to order at 3:02 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 James Kleiss, thus constituting a quorum. Assistant Secretary Curtis Webber 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 October 23, 2025 regular meeting were presented for approval. A motion was made by Director Mark Villemarette to approve the October 23, 2025 regular meeting minutes as presented. Director Manuel Macias seconded the motion. 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. Douthitt went over the quarterly investment report for the District. Director Macias made a motion to approve the Quarterly Investment Report as presented. Director Villemarette seconded the motion. Motion was unanimously approved.

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 October 2025 through the bookkeeper's account and presented the September 2025 financials. The Board was provided the

report for review prior to the meeting.

The budget experienced lower than expected expenses for capital outlay for GIS mapping and replacing the standpipe. Passage of the 2025 bond and postponing the GIS mapping project caused the lower expenses. The District was very close to projected budget for all other expenses.

With no further questions or discussion, 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 Villemarette. Motion unanimously approved.

7. BAD DEBT WRITE-OFF.

Recommended for write-off were 13 accounts totaling \$2,418.40. All account holders have moved out of the District and accounts are over 120 days in arrears.

Director Macias made a motion to approve writing off the 13 recommended accounts for a total of \$2,418.40. Director James Kleiss seconded the motion. The motion was unanimously approved.

8. RATE ORDER.

Directors received a redline copy of proposed changes to the District's rate order which is usually adopted in January. Several changes in verbiage were recommended and several additions to give further clarification from the 2025 rate order. President Steve Tabaska requested that board members review the redline copy and inform the office if they have any changes or additions.

A brief discussion about customer rates took place. Director Macias asked the Board to consider how adding a homestead and/or over 65-years-of age exemptions to the District's taxes could affect the tax rate in coming years. President Tabaska said the Board would go over the redline changes at the December 2025 meeting with the intent to adopt the new rate order in January 2026.

No action was taken.

9. LEAK DETECTION.

a. Water Audit – Two employees of Trihydro were recently certified to perform the water audit. Mr. David Vargas relayed that applications reopen in January 2026. Fees for Trihydro performing the audit will come from its general engineering service contract.

b. LCRA Grant Proposal. In an October 23, 2025 email from the Lower Colorado River Authority (LCRA), the District was informed LCRA will offer \$20,000 for leak detection efforts. President Tabaska reminded the Board that the District would be responsible for the remaining costs. The District had originally applied for a grant for 50 percent of the projected cost of \$52,345.00. He added that the LCRA Board meets December 9 to finalize awarding grant monies.

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

Mr. Mike Bevilacqua of Baxter & Woodman Consulting Engineers (B&W) gave the report. The report was furnished to the Board prior to the meeting.

Mr. Bevilacqua stated that B&W has been meeting over the last several months with the District's engineering committee and Inframark to review and discuss B&W's findings regarding options for the Augusta Standpipe

Replacement project. Mr. Bevilacqua gave a summary of two options to the Board. One option was for two tanks, replacing the existing ground storage tank (GST) and keeping the existing elevated storage tank (EST) in service while maintaining the current two pressure plane configuration. This is called the Two-Tank Option (TTO). The second option was to replace both the existing GST and existing EST with one elevated tank to serve the entire district and combine the system into one pressure plane. This option is called the One-Tank Option (OTO).

During the report a question of whether the Village of Point Venture (VOPV) currently requires all new homes to have a Pressure Reducing Valve (PRV) on customer water lines. The Board asked that office contact the Village to find the answer. If it is not currently a requirement, what could the District do to have the Village make that a requirement. Another option would be for the District to add the requirement to its Service Agreement.

The engineering committee recommended the One-Tank option. Director Villemarette made the motion to proceed with detail design of the One-Tank Option as presented by Baxter & Woodman Consulting engineers. Director Macias seconded the motion which was unanimously approved.

B&W also provided Addendum No. 1 to the Board asking for additional time and expense to further evaluate the (OTO) and to further evaluate the existing water line materials, their pressure ratings, and to evaluate and determine solutions to address the increased pressure concerns that will occur. This addendum would adjust the cost upward by \$21,000.00. Of the \$21,000.00, \$15,000 was previously approved at the July 24, 2025 Board meeting.

Director Macias made a motion to approve the addendum for an additional \$6000.00. The second was made by Director Villemarette. The motion was unanimously approved.

Director Kleiss made a motion to accept the engineer's report by B&W. Director Macias seconded the motion. Motion was unanimously approved.

11. ENGINEER'S REPORT – TRIHYDRO CORPORATION.

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

Water System – On November 3, Trihydro assisted Inframark with addressing the Texas Commission on Environmental Quality (TCEQ) exit interview questions related to the Water Treatment Plant (WTP).

Wastewater System – On October 31, Trihydro assisted the District to locate a sewer tap for homeowner planning to install a swimming pool. On November 11, Trihydro reviewed and commented on a builder's grinder pump submittal package for a new home on Lakeland Dr.

Reclaimed Water – No current engineering issues to report.

Other – TCEQ Bond Application Report is complete and will be provided to the District for review within the next week. Trihydro is nearing completion on general information and engineering/environmental section in the Texas Water Development Board (TWDB) DFund application. The next step is to coordinate with the District's attorney and financial advisor on filling out legal and financial sections, respectively. Trihydro also completed the TWDB required one-hour water loss audit training. Online water loss audit applications are currently closed and will reopen at the beginning of 2026. Deadline to submit the 2025 water loss audit is May 1, 2026.

Trihydro was tasked with providing information to the District's attorney at Willatt & Flickinger for a resolution for DFund monies. The resolution will be presented at the December Board meeting. Director Macias made a motion to accept the engineer's report by Trihydro. Director Villemarette seconded the motion which was unanimously approved.

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

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

Wastewater Treatment Plant Construction Services Administration – Trihydro reviewed RFIs number 23 and 24. They also reviewed and recommended for payment Pay Application No. 24 for Associated Construction Partners (ACP).

Construction Status – Construction continues to progress with approximately 81 percent of funds distributed for the project. Substantial completion target date is mid-June 2026. Manholes 4 and 5 are completed and back online.

Whispering Hollow Lift Station – A walk through inspection was performed last week. Work continues to get the OmniSite issues worked out.

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

Baxter & Woodman provided a fee proposal for engineering services related to the District's High Service Pump Replacement Project. This project is part of the Augusta Standpipe Replacement Project. Mr. Bevilacqua gave a summary of the project and scope of services in the proposals. The proposal furnished is for time and material (T&M) based with an approval limit of \$165,000.00 for services provided.

President Tabaska asked the engineering committee if they believed B&W had the resources and ability to complete the projects. The committee confirmed.

Director Macias made a motion to award the High Service Pump Replacement Project engineering through bid award, but excluding construction to Baxter & Woodman for \$165,000.00. Director Villemarette seconded the motion. Motion was unanimously approved.

Baxter & Woodman provided a fee proposal for engineering services related to the District's Water System and Pressure Reducing Valve Improvements Project. This project is part of the Augusta Standpipe Replacement Project. Mr. Bevilacqua gave a summary of the project and scope of services in the proposals. The proposal furnished is for time and material (T&M) based with an approval limit of \$216,000.00 for services provided.

Director Macias made a motion to award the Water System and Pressure Reducing Valve Improvements Project to Baxter & Woodman through bid award, but excluding construction for \$216,000.00. Director Villemarette seconded the motion. Motion was 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 #24 to Associated Construction Partners

for \$560,133.66. Director Villemarette seconded the motion which was approved unanimously.

14. OPERATOR'S REPORT – INFRAMARK.

Ms. Dodie Erickson then gave the Operator's Report for September from Inframark. The Board was provided the report prior to the meeting.

- a. Ratify approval estimate from Inframark for potholing of \$6,000.

President Tabaska approved the estimate of \$6,000 for potholing water lines. The Board was asked to ratify the decision. Director Villemarette made a motion to ratify the estimate from Inframark for potholing of \$6,000. The motion was seconded by Director Kleiss. Motion unanimously approved.

Water Treatment Plant (WTP) and Distribution System – Labels and paperwork were received in the District on November 14 for transportation and disposal of chemicals from the WTP. Repair work on hydrant #46 was completed November 3. Sample results from the temporary disinfectant conversion between September 17 and October 8 were received. All sample results were good.

TCEQ performed an inspection in the District on October 28. The exit interview was received. A final report will be sent with the Notice of Violation letter for the TAC 290.44(d)(6) violation and a summary of investigation findings. Only one violation was noted on the TCEQ report. This was for the lack of flushing valves at dead ends.

On November 10, Inframark completed potholing in seven locations of 6-inch lines to identify the waterline pipe types for engineers Baxter & Woodman. Inframark presented an estimate of \$57,517.26 to install 14 flushing hydrants to meet TCEQ requirements. The Board was in agreement that a less expensive solution would need to be found and provided a couple of ideas for Inframark to pursue. Director Villemarette said that when Inframark originally brought the concern to the operations committee, Mr. Gerald Connell, relayed the possibility of less expensive options. Inframark was asked to provide another quote for a less expensive option.

Wastewater Treatment Plant (WWTP) and Collection System – Manhole #1 repairs were completed on November 6. Manhole #3 will be replaced once all the materials have arrived. Work on Manhole #3 should begin after Thanksgiving.

Inframark also provided a quote for supplies to replenish District inventory for \$3,035.45. Director Macias made a motion to approve the expense with the second made by Director Kleiss. Motion was unanimously approved.

Other - Inframark presented the Annual Price Increase (API) of \$2,235 monthly for review. Directors discussed the amount of the increase. Inframark cited Section 4, 4.2 of its contract with the District. The conversion of the billing system from AVR to Starnik was completed in November.

At Mariners Lift Station one side of the rock wall has fallen down and the gate was rotting. The Board agreed to have Inframark give a quote for the repair of the wall and gate replacement. The quote may be given to the operations committee for approval. Director Villemarette asked if a local handy man would also be contacted to give a quote to make the repairs. Mrs. Jean Cecala said she would ask. The consensus was to repair the fence and gate for the most economical way possible.

Director Villemarette made the motion to accept the Operator's report. Director Kleiss seconded the motion. The motion was approved unanimously.

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

Action was taken during the Operator's Report.

16. BOARD ANNOUNCEMENTS.

Director Manuel Macias announced to the Board that he is resigning from the Board as he has purchased a home outside of the District. Board members expressed their gratitude for Mr. Macias' time and talent since 2020.

President Tabaska reminded the Board that the December meeting will be held on December 18 due to the Christmas holiday.

17. ADJOURN THE MEETING.

President Tabaska adjourned the meeting at 4:51 p.m.



Steve Tabaska, President
Travis County WCID – Point Venture

ATTEST:



Mark Villemarette, Vice-President
Travis County WCID – Point Venture

