

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

March 26, 2026

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 26th day of March 2026, at 3:00 p.m. with the Directors present being Steve Tabaska, Mark Villemarette, James Kleiss and Erik Spencer.

Others in attendance were Allen Douthitt of Bott and Douthitt, PLLC, Derek Klenke of Trihydro Corporation, Kathy Martire and Jean Cecala of Inframark. No residents 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.

Directors' roll was called. Present were President Steve Tabaska, Vice-President Mark Villemarette, Secretary James Kleiss and Assistant Secretary Erik Spencer.

3. PLEDGE OF ALLEGIANCE.

President Steve Tabaska led the Pledge of Allegiance.

4. PUBLIC COMMENTS.

No public comments.

5. PREVIOUS MEETING MINUTES.

Director Mark Villemarette made a motion to approve the March 5, 2026 meeting minutes as presented. Director Erik Spencer seconded the motion which was unanimously approved.

6. RATIFY EXPENSE FOR PEC TRANSFORMER.

President Steve Tabaska explained that the invoice for the PEC transformer for the new Wastewater Treatment Plant (WWTP) arrived between meetings. In order to keep the project moving forward, he approved the expense.

Director James Kleiss made a motion to ratify the payment to PEC for the transformer of \$32,830.77. The second was made by Director Spencer. The motion was unanimously approved.

7. 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 March 2026 through the bookkeeper's account and presented the February 2026 financials. The Board was provided the report for review prior to the meeting.

Mr. Douthitt reported that sewer maintenance charges for manhole rework came in during February. Other large charges that came in during March were for the PEC transformer and the payment to Utilimatics the Board approved at a previous meeting. Approximately 97 percent of property taxes have been collected for the District through February. Director Villemarette questioned charges to Elite Computer. It was explained that these charges were for setting up the District's new computer which had to be replaced.

Mr. Douthitt gave a review of the District's finances and answered questions from the Board. With no further questions or discussion, Director Kleiss made the motion to accept the bookkeeper's report, approve payment of monthly bills and professional services and authorize Bott & Douthitt, PLLC to transfer funds as noted in the report. This was seconded by Director Spencer and unanimously approved.

8. HOMESTEAD EXEMPTION.

The Board is considering including a homestead exemption for the District for property owners. President Tabaska said all homes with current homestead exemptions for the county were pulled and calculated. Due to laws governing a WCID, the District may offer a percentage of the home value as an exemption. Fifty-one percent of homes in the District have a homestead exemption with the county.

Mr. Douthitt relayed that for every three percent the District offered, tax revenue is reduced by approximately \$50,000. President Tabaska said after speaking with the District's financial advisor he proposes a three percent exemption but no decision will be made by the Board until the May 2026 meeting. The deadline to submit the exemption is at the end of June.

No action was taken.

9. TEXAS WATER DEVELOPMENT BOARD D-FUND.

President Tabaska reported that the District's application for funding with Texas Water Development Board (TWDB) was on their March 31 agenda for discussion and possible approval. The District's bond counsel and financial advisor are also prepared to take the bond request to open market. The Board will make a decision which avenue of funding to take.

President Tabaska also said that TWDB was offering grants for water and infrastructure. He tasked Trihydro with submitting the application, possibly targeting the recent flushing station project, and working with office administrator, Jean Cecala. The application should be available after TWDB's March 31 meeting. No action was required.

10. LEAK DETECTION.

President Tabaska reported that Trihydro delivered the District's water model to Utilimatics. He also asked RG3 for a status update on production of the sensors. RG3 responded that a temporary sensor could be sent for testing, but it could not be submerged. Before receiving the Engineering Model of the sensor, the District requested the schedule for production units. Director Villemarette requested Engineering Model(s) and/or

Production units if available, to support the Operations Committee's effort investigating resident's low pressure reports. Locations for sensors will be determined. No action was taken.

11. AT&T AMENDED CONTRACT PROPOSAL.

AT&T had sent an amended contract proposal to the District. The Board discussed the options AT&T offered. Taking a lump sum for a perpetual lease was discussed but Board members believed the sum should be larger based on the monthly lease fee AT&T currently pays. After more discussion, the Board's consensus was to wait because the current contract doesn't expire until 2032. Director Villemarette wished to table the item, but President Tabaska wanted the Board to give AT&T a definite answer.

Director Villemarette made a motion to decline the amended contract proposal from AT&T. Director Kleiss seconded the motion. The motion was unanimously approved.

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

Director Kleiss gave a brief update for the Augusta Standpipe Project stating the new proposal presented at last month's meeting should be ready by the April meeting. No action was required.

13. ENGINEER'S REPORT–TRIHYDRO CORPORATION.

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

Water and Distribution System – On March 18, Trihydro provided Utilimatics copies of the water model as part of the Leak Detection Program. President Tabaska said the Village of Point Venture wants permits prior to streets being cut. He would like Trihydro to give feedback about installing the flush points as smaller lines have been discovered by Inframark than were on maps. Director Villemarette stated he thought the project should be stopped until Trihydro had a chance to review the areas and permits could be obtained. He asked that Trihydro report to the operations committee who will then have authority to restart the project.

Other – The Texas Commission on Environmental Quality (TCEQ) Bond Application Report: On March 19, TCEQ issued notice of approval for the bond issuance.

Texas Water Development Board (TWDB) DFund Application: On March 6, the District's amended Water Conservation Plan (WCP) was furnished to TWDB along with the signed resolution/adoption. On March 19, Trihydro notified TWDB Region K Water Planning Group of the submitted WCP for the DFund application to be reviewed in TWDB's March meeting.

Director Villemarette made a motion to accept the engineer's report by Trihydro. Director Spencer seconded the motion which was unanimously approved.

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

Mr. Klenke also 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 (WWTP)– The WWTP project is close to completion with 91 percent complete. PEC arrived on March 26 with the transformer but it was the wrong size and was taken back. Associated Construction Partners (ACP), the general contractor for the project, will contact PEC to find out the new delivery schedule.

POA Lift Station – This lift station is also in the finishing stages of completion. One manhole previously included in the project has been removed as it is not needed. Lines are stubbed out but not tapped in. The old POA lift station still needs to be removed.

Director Villemarette moved to approve the Bond Report. Second was made by Director Kleiss and unanimously approved.

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

Director Kleiss made a motion to approve payment of Pay Application #28 to Associated Construction Partners for \$319,232.76. Director Villemarette seconded the motion which was approved unanimously.

16. OPERATOR’S REPORT– INFRAMARK.

Ms. Kathy Martire gave the Operator’s Report for February.

WTP and Distribution System – Hydrant 11 replacement at 214 Southwind Rd was completed on March 17. The Village requested Inframark to clean the street of rocks and debris after the work was completed. Inframark completed that March 24. Excavation and preparation began last week for installing the 18 flushing points through the District. Earlier in the meeting the Board put the project on hold. The partial roof replacement at the WTP was finished on March 12 for \$618.78 under the approved amount.

The low accountability was brought up. Director Spencer said he asked Inframark Operation’s Manager, Gerald Connell, what Inframark has done to address the low accountability. Mr. Connell had an extensive list of what has been done with no evidence of leaks being found. Director Spencer added that Utilimatics has the equipment needed to begin looking for leaks and should begin right away as the District has already contracted with them.

Director Villemarette asked if a resolution has been found for the standing water between Staghorn Drive and Valley Hill Drive. Mrs. Cecala said that Inframark’s tech had completed all the tasks. The next step is to see where monthly flushing water from hydrants in that area is going. Director Villemarette also asked Inframark to direct water from hydrants away from yards and homes when flushing.

Director Villemarette also reported what was done since the last meeting to address the two leaks in Augusta Standpipe. After consulting with several companies, Chapman Marine was employed to use an ROV to access the tank’s internal condition and the feasibility of patching the two leaks. Based on the ROV inspection, and another round of discussions with consultants, it was decided to forego any attempt to patch the two leaks due to corrosion, and instead, operate the Augusta Standpipe at a level below them.

Director Villemarette and Gerald Connell of Inframark discussed the situation and both agreed that the best plan for the foreseeable future is to operate the Augusta Standpipe between 30 and 33 feet to stop the leaks, and to protect the tank structurally. He also said the holes above the 33-foot level should be assessed and closed up if needed.

Due to the lowering of the tank levels, low pressure reports from two addresses on Masthead Circle will need to be addressed. Director Villemarette presented a plan to add pressure loggers on these customers’ lines to record the pressure provided by the District for approximately one week. Corrective action will then be determined in consultation with Inframark.

The Board discussed what contingency plan has been or needs to be developed in case the tank fails or has to be taken out of service. Trihydro was tasked with developing a contingency plan.

WWTP and Collection System – The pond aerator was replaced on March 25.

Currently 937 new SOLO registers have been installed for customer meters since July 2024 and 33 high use meters have been changed out so far in 2026.

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

17. EXPENDITURES CONTRACTS, REPAIRS, REPLACEMENTS AND MAINTENANCE TO OPERATIONS AND MAINTENANCE REPORT IN ITEM 16 ABOVE.


No action required.

18. BOARD ANNOUNCEMENTS.


President Tabaska announced he would not be at the April 23 Board meeting and that Vice-President Villemarette would preside over the meeting.

19. ADJOURN THE MEETING.

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

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

ATTEST:

  
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James Kleiss, Secretary  
Travis County WCID – Point Venture

