

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

January 30, 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 30th day of January 2025, at 3:00 p.m. with the Directors present being Steve Tabaska, Mark Villemarette, Manuel Macias, Curtis Webber and James Kleiss.

Others in attendance were Jessica Benson of Bott and Douthitt, PLLC, David Vargas and Derek Klenke of Trihydro Corporation, and Dodie Erickson and Jean Cecala of Inframark. Resident in attendance was Kristina Pederson.

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, Assistant Secretary Curtis Webber and Assistant Secretary James Kleiss thus constituting a quorum.

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 December 21, 2024 regular meeting and the January 9, 2025 special meeting were presented for approval. Director Manuel Macias made the motion to approve the two sets of meeting minutes as presented. The second was made by Director Mark Villemarette. 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.
No report required at this meeting.

Mrs. Jessica Benson of Bott & Douthitt PLLC gave the financial report for the District. Mr. Allen Douthitt met with the finance committee earlier in the week. Mrs. Benson went over invoices paid by the District in December 2024 through the bookkeeper's account and presented the November 2024 financials. She asked the Board to approve the bond payments coming due.

Director Villemarette asked if the Directors who received fees in 2024 would be receiving a W-2. Mrs. Benson said these have been sent. The Board had no additional questions. Director Macias made the motion to approve the report and for approval of payment for bonds, monthly bills, professional services, and authorization to transfer funds as noted in the report. It was seconded by Director Curtis Webber. Motion unanimously approved.

7. ANNUAL AUDIT REPORT BY MAXWELL, LOCKE & RITTER.

Mr. Jimmy Romell presented the District's annual audit for FYE 2024. He explained that Maxwell, Locke & Ritter deliver a clean opinion external audit. Mr. Romell explained several portions of the audit and what each represented. He also explained the governance letter that was with the audit. Mr. Romell said once the audit is approved a copy along with the signed annual filing affidavit would be required to be sent, by the District, to the Texas Commission on Environmental Quality (TCEQ).

Director Macias made the motion to approve the annual audit as presented and signature of the filing affidavit. Director Villemarette seconded the motion. The motion was approved unanimously.

8. RATE ORDER.

The Board of Directors were presented a draft of the proposed amended rate order. The Board went through the rate order working through each identified change. A long discussion ensued about raising the cost customer base rate fees. Director James Kleiss wanted to wait to increase these fees until the Board was able to adopt a reduce tax rate. Director Villemarette agreed with that reasoning. A second long discussion to increase tap fees for new home construction in the District took place. The Board finally settled on increasing fees for taps on the same side of the street as the main line ("short taps") to \$6,000 each and increasing fees for taps on the opposite side of the street as the main line ("long taps") to \$10,000 each. The Board also wanted to include wording to the effect that expenses exceeding the cost of the tap will be the responsibility of the applicant and asked to have the attorney write this paragraph into the document.

Inframark asked the Board consider changing its approved plumbing code to the 2024 version rather than the 2012 version. After discussing, the Board decided to wait on this change.

Director Macias made a motion to approve the amended rate order as discussed with changes made and approved by the District's attorney and to make the amended rate order effective March 1, 2025. Director Webber seconded the motion. The motion passed with a three to two vote. President Tabaska, Secretary Macias and Assistant Secretary Webber voted for the amended rate order. Vice-President Villemarette and Assistant Secretary Kleiss voted against it. Director Villemarette wanted it noted that the only reason he voted against it was due to the increases in tap fees.

9. CUSTOMER REQUEST FOR ADJUSTMENT.

A customer presented documentation and a letter to the Board asking for an adjustment to their water bill due to toilets that were tampered with causing the toilets to continuously run. After the Board discussed the situation, Director Webber made a motion to deny the adjustment request. The motion was seconded by Director Villemarette and unanimously approved.

A customer contacted the District about high water usage. Upon investigation, it appeared the fault was in the District's meter. Mrs. Jean Cecala calculated the possible adjustment to the customer's December 2024 bill and asked for the Board's consideration. Director Villemarette made a motion to approve the adjustment of \$128.95. Director Webber seconded the motion. Motion was unanimously approved.

10. AUGUSTA STANDPIPE REPLACEMENT.

The Board of Directors has sent Request for Qualification letters to three engineering firms for the design and engineering of the new proposed Augusta Standpipe and Pump Station. Director Villemarette said two letters were received. The committee tasked with reviewing the letters met and agreed that Baxter and Woodman were the most qualified for the job. Director Villemarette asked the Board for a motion to authorize the committee to begin negotiations with Baxter and Woodman for engineering services for the Augusta Standpipe Replacement Project. Director Macias made the motion as stated above by Director Villemarette. President Tabaska seconded the motion. The Board unanimously approved the motion.

The District will send a letter to Baxter and Woodman notifying them of the decision and asking for a proposal.

11. ENGINEER'S REPORT – TRIHYDRO CORPORATION.

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

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

Water System – Surface Water Treatment Plant (WTP) – On January 9, Trihydro reviewed furnished dimension drawing and specifications for WTP Transfer PS vertical turbine pumps and determined pumps are compatible with system and fit inside each existing pump can. Trihydro noted modifications to the existing piping may be needed to get new pumps plumbed and flanged together with the pump can and piping. January 16, Inframark provided Trihydro the Hach Turbidity Meter quote for review.

General Engineering Services – TCEQ is currently in technical review of the Texas Land Application Permit (TLAP) renewal.

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

12. 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. Mr. Vargas reported that the construction timeline is on track.

Wastewater Treatment Plant Construction Services – On December 19, Trihydro issued Field Order (FO) 04 for District's request for ACP to install Inframark's new control panel at Whispering Hollow Lift Station to combine project work at the lift station site. On December 23, Trihydro and Inframark assessed new control panel and determined it will be compatible with the new lift station pumps.

On December 20, Change Order (CO) 01 document, related to the new upsized 175kW Caterpillar GenSet, was fully signed and executed.

January 3, Trihydro reviewed pay application #14 from Associated Construction Partners (ACP) and recommended for payment. January 6, ACP furnished revised CO 02, related to duct bank for ATS and GenSet stemming from Request for Information (RFI) 10 and is currently under review.

Construction Status – ACP, general contractor for construction of the District's new WWTP continues to make progress. A new field superintendent started the week of January 20. Alterman finished permanent repairs to

the ground wire for effluent transfer pump. Hydrotesting began January 24 for the aeration basin and the test is using effluent water from the pond.

ACP began work at Whispering Hollow Lift Station this week. Tank 1 at the WWTP is now empty and workers are on site to clean the tank and prepare for construction of the cover for that tank.

Water System Analysis – Trihydro coordinated with Texas Water Development Board (TWDB) to set up a DFund pre-application meeting. The meeting was held on Monday, January 27. Questions were asked and answered about the funding application requirements. Director Macias made a motion to authorize Trihydro to prepare and submit the application for DFund for the District. Director Webber seconded the motion. The motion was unanimously approved.

Director Webber then made a motion to approve the Bond Projects report which was seconded by Director Villemarette. 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 Pay Application #14 to Associated Construction Partners for \$331,453.46. Director Webber seconded the motion which was approved unanimously.

14. OPERATIONS AND MAINTENANCE REPORT – INFRAMARK.

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

Inframark completed a written SOP (Standard Operating Procedure) for the dedicated technician in Point Venture.

Water Treatment Plant and Distribution System – Installation of ModbusRTU devices to PLC was completed January 14. Inframark was seeking approval to purchase a Settled Water NTU Meter and Combined Filter Effluent Meters for the Water Treatment Plant for \$8,941.40 from Hach. The consensus by the Board was to purchase these meters. The cl-vals for the booster pumps were installed this week. Director Villemarette asked whether both transfer pumps approved by the Board would be installed when they arrived or would one be kept as a spare. The Board agreed that both new pumps should be installed but keep the one existing working pump as a spare. He also asked if the recommended adapter flanges have been ordered so they will be on site when the pumps arrive.

Inframark also presented a quote to replace a fire hydrant at the corner of Burke Blvd and Palmer Drive that was found leaking prior to the freezing weather. Inframark bagged the hydrant during the inclement weather. The bag has since been removed. Inframark presented a quote to replace the 1972 hydrant and voting on its replacement will be held at the special Board meeting scheduled.

Wastewater Treatment Plant and Collection System – Inframark received two quotes from GFS for two options to repair the generator at the WWTP and was seeking approval for one of the quotes. After discussion by the Board, they have chosen not to proceed with the quotes from the GFS to repair the WWTP generator. Directors Villemarette and Webber said they would go check out the generator as it should work if operated manually. Ms. Erickson suggested that once the new generator is put into service, the existing generator be moved to use for the booster pumps for the Elevated Storage Tank.

Inframark submitted a quote to repair the liner for the effluent pond at the WWTP. Directors Webber and Villemarette would like to first look at the damage and then give the operations committee authority to authorize the repairs if they believed repairs are warranted.

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

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

Director Villemarette made a motion to approve the quote from Hach for purchase of a settled water NTU meter and a combined filter effluent meter for \$8,941.40. Director Webber seconded the motion which was unanimously approved.

Director Macias made a motion to allow the operations committee to approve repairs of pond liner after their investigation of a not-to-exceed amount of \$4,100. Director Webber seconded the motion. Motion unanimously approved

16. BOARD ANNOUNCEMENTS.

President Tabaska reminded Board that a special meeting would be scheduled for Tuesday, February 4 at 9 a.m. He also let the Board know that Trihydro had submitted the District boundaries to the county for election purposes.

17. ADJOURN THE MEETING.

The meeting was adjourned at 6:26 p.m.



Steve Tabaska, President
Travis County WCID – Point Venture

ATTEST


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

Travis County Water
Control &
Improvement
District -
Point Venture