

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

February 22, 2024

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 22nd day of February 2024, at 3:00 p.m. with the Directors present being Steve Tabaska, Annette Kikta, and Mark Villemarette.

Others in attendance were Allen Douthitt of Bott and Douthitt, PLLC, David Vargas of Trihydro Corporation, and Dodie Erickson, Thomas Jackert, Gerald Connell and Jean Cecala of Inframark. No residents were in attendance.

1. CALL TO ORDER.

Board President Steve Tabaska called the meeting to order at 3:02 p.m.

2. ROLL CALL OF DIRECTORS.

Jean Cecala called roll of Directors. Present were President Steve Tabaska, Vice-President Anne Kikta, and Assistant Secretary Mark Villemarette thus constituting a quorum. Secretary Manuel Macias and Assistant Secretary Curt Webber were absent.

3. PLEDGE OF ALLEGIANCE.

President Tabaska led the Pledge of Allegiance.

4. PUBLIC COMMENTS.

Account Manager, Dodie Erickson, for Inframark introduced two new employees who will be working for the District. Thomas Jackert is a Tech III and is assigned to work in Point Venture doing various tasks in maintenance. Gerald Connell is the new Operations Manager who oversees Point Venture. Mr. Connell addressed the Board relaying updates to multiple projects in the District and his overall plan as he manages the District.

5. JANUARY 25, 2024 MEETING MINUTES.

The proposed minutes of the January 25, 2024 regular meeting were presented for approval. Director Mark Villemarette made a motion to approve the minutes for the previous meetings as presented. The motion was seconded by Director Anne Kikta. 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 went over invoices paid by the District in January 2024 through the bookkeeper’s account and presented the December 2023 financials.

After Mr. Douthitt answered questions from the Board, Director Kikta made the motion for approval of payments of monthly bills, payment for professional services, and authorization to transfer funds as noted on the report. It was seconded by Director Villemarette. Motion unanimously approved.

7. TEXAS WATER DEVELOPMENT BOARD FUNDING APPLICATION STATUS.

President Steve Tabaska read a statement from Jerry Kyle, bond counsel for the District, about the proposed loan the District is seeking with Texas Water Development Board. Mr. Kyle had contacted the Texas Attorney General (AG) for an opinion. Mr. Kyle stated that the AG has expressed concern that the proposed order could be deemed to be a pledge or encumbrance of sorts of the District's Maintenance and Operation tax order. Mr. Kyle's firm does not agree with the opinion and will do additional work to revise the order or come up with an alternative that the AG will accept.

8. WATER CONSERVATION PLAN.

The Board discussed changes and questioned several portions of the Water Conservation Plan (WCP) as presented. Trihydro was tasked to make the changes to have the WCP ready for approval at the March Board meeting. No action was required.

9. DROUGHT CONTINGENCY PLAN.

Jean Cecala led the discussion explaining that the Lower Colorado River Authority (LCRA) amended its Drought Contingency Plan (DCP) for all firm water customers at its February 21, 2024 meeting. This update affects the District. The LCRA has changed watering guidelines for its firm water customers from twice a week in its Stage 2 plan to once a week. All firm water customers must update their DCP to come into alignment with LCRA's. The Board agreed that using the same guidelines as LCRA's DCP is the best solution for the District. Trihydro and Mrs. Cecala were tasked with making the needed changes to have the DCP ready for approval at the March Board meeting. No action was required.

10. EMERGENCY AGREEMENT WITH TRAVIS COUNTY MUD #10.

President Tabaska stated that the District's legal counsel had reviewed the document from MUD 10 and only some slight modifications were needed. None of these modifications were to the content. Director Kikta made a motion to approve the emergency agreement and give the President authority to sign the document once these modifications have been made. Director Villemarette seconded the motion. Motion unanimously approved.

11. STREET REPAIRS WITHIN THE DISTRICT.

Directors reviewed five quotes for street repairs on two streets in Point Venture. These repairs were necessary due to either repairs or installing new taps. After discussion, Director Kikta made a motion to accept the proposal from Steven's Paving for \$6,250 to make the necessary street repairs. The motion was seconded by Director Villemarette and unanimously approved.

12. ENGINEER'S REPORT – TRIHYDRO CORPORATION.

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

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

Surface Water Treatment Plant – Trihydro provided Inframark a copy of three-inch Cla-Val pressure relief and surge anticipator valve submittal document to obtain low- and high-pressure pilot settings on

January 26. On January 29, Trihydro reviewed and provided comments on raw water hose pressure test report to the District.

WTP Generator Project – On January 31, Trihydro met on site with T. Morales and Inframark to discuss plans for connection GenSet and existing manual transfer switch (MTS). Trihydro followed up with T. Morales on February 13. T. Morales plans to perform the load test the same day as installation of the switch. The generator is topped off with diesel fuel. Holt-Cat can come out March 4 to do start up and load testing of the MTS.

FY 2024 General Engineering Services – Trihydro assisted the District in drafting the updated Drought Contingency Plan and the Water Conservation Plan.

Director Kikta made a motion to accept the engineer’s report. The second was made by Director Villemarette and was unanimously approved.

13. 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.

WWTP Construction Services – Trihydro has been reviewing construction submittals from Associated Construction Partners (ACP). On February 2, Trihydro reviewed pay application #3 from ACP and recommended payment. Trihydro approved ACP’s concrete mix design for major structures/basins on January 30. On February 7, ACP completed excavation for headworks/aeration and on February 8 completed proof-rolling subgrade for the same.

ACP now has a temporary construction water meter and RPZ assembly on a fire hydrant for construction purposes. ACP completed installing flex base for headworks/aeration on February 14 and began excavation for the chlorine contact/effluent transfer basins. On February 15, ACP installed formwork for headworks/aeration slab and began installing rebar.

ACP believes that it will be ready to pour concrete by the end of next week and want to have a 3:00 or 4:00 a.m. start. The Board said Trihydro or ACP needs to contact the Village of Point Venture to ask for a variance to begin work this early. Approximately 20-25 concrete trucks are expected to arrive on this day. ACP is also removing spoils and carrying them out of the District for disposal.

Trihydro will begin conducting monthly progress meetings for the construction project. Included in the meetings each month will be ACP, Trihydro and a Board member.

Water System Analysis – Trihydro completed filling out the TWDB DWSRF project information form online application as of January 5. The District reviewed and provided revisions to the TWDB DWSRF project information form online application on January 30. Trihydro performed a final review and submitted the project information form to TWDB on February 5. Additionally, as part of the PIF supplemental attachments, replaced the Water Master Plan report with updated version to reflect the changes to the cost estimates for the proposed water improvement projects.

Water System Improvements – The scope of these future bond projects is defined in the Water Master Plan, developed as part of the Water System Analysis project. The Water Master Plan provided recommendations for replacing the Augusta Standpipe and renovating the Augusta Pump Station to

address immediate concerns and deficiencies in the system. Additional projects to address aging infrastructure, fire flow availability and operation issues included: rehabilitating the Augusta Elevated Storage Tank (EST); installed a 6-inch water line from Nicklaus Drive to Champions Circle; installing a PRV assembly; replacing 2-inch water lines with 8-inch water lines at Lakeland Circle and Lakehead Circle; and installing 6-inch waterlines along Valley Hill Drive and Valley Hill Lane to reallocate 35 Living Unit Equivalence (LUE) to the lower pressure plane. A minimal amount of funding will be available from Bond money due to final project costs of the WWTP and Water System Improvements.

Other future bond projects will be dependent on funding once the final project costs of the WWTP and Water System Improvements are determined.

Director Kikta made a motion to accept the Bond report. Motion was seconded by Director Villemarette. Motion unanimously approved.

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

Director Kikta made a motion to approve Pay Application #3 to Associate Construction Partners for \$505,124.94. Director Villemarette seconded the motion which was approved unanimously.

15. OPERATIONS AND MAINTENANCE REPORT – INFRAMARK.

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

WTP and Distribution System – Inframark asked the Board for approval for a quote from Westech to assess the Trident and provide recommendations for needed repairs. On February 16, Inframark removed and reinstalled a blind flange on the raw water intake hose. Banding and tool for application were received on February 20 for the February 28 raw water hose installation. Also on the barge, pump 3 only turns off by hand. Alterman determined a new phase monitor was needed. The Rotork valve actuator for Plant A has not been received. Inframark will explore using different vendors because it is taking so long to get the part. Inframark is in the process of replacing the eye wash station and backflow preventer at the Trident plant. Inframark will provide a quote for flow control to Plant A.

Inframark is also seeking Board approval for a quote to replace a fire hydrant at 703 Augusta Circle and add an isolation valve at the hydrant.

WWTP and Collection System – Repairs at Whispering Hollow lift station were completed February 7 for wiring. Weekly reoccurring work orders have been created for exercising the blower at the WWTP and uploading the data for the pressure loggers on sewer lines throughout the District. A monthly reoccurring work order has been set up for maintenance on the barge. This includes a monthly PO to hire Liquid Thrillz to provide access to the barge. A daily reoccurring work order has been set up to check the data on OmniSite at each lift station.

Other – A District specific winterization plan is in the draft stages. Director Villemarette requested that a checklist also be developed for the monthly maintenance on the barge. The Board would like to review and approve the checklist. The Board also requested Inframark provide a status update to winterization of the Cla-Vals on the barge.

Director Kikta made a motion to accept the operations and maintenance report. Director Villemarette seconded the motion. Motion unanimously approved.

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

Director Kikta made a motion to approve the quote from Westech with a not to exceed total of \$7,500.00. Director Villemarette seconded the motion which was unanimously approved. Director Kikta made a motion to approve replacement of the fire hydrant and installing an isolation valve on Augusta Circle with a not to exceed total of \$16,000.00. The motion was seconded by Director Villemarette and unanimously approved.

17. BOARD ANNOUNCEMENTS.

President Tabaska announced he will be out of town and not return in time for the 3:00 March 28 meeting. The Board agreed to proceed with the meeting at its usual time.

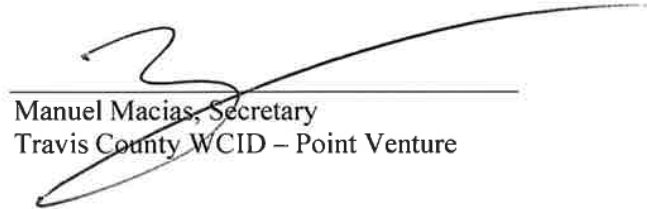
18. ADJOURN THE MEETING.

Meeting was adjourned at 5:15 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