

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

March 23, 2023

STATE OF TEXAS §

COUNTY OF TRAVIS §

The Board of Directors of the District met in regular meeting, open to the public, at the WCID offices located at 18606 Venture Drive, Point Venture, Texas 78645, on the 23rd day of March 2023, at 3:00 p.m. with the Directors present being Steve Tabaska, Anne Kikta, Manuel Macias, Mark Villemarette and Curtis Webber.

Others in attendance were Allen Douthitt of Bott and Douthitt, PLLC, David Vargas and Steven Young of Trihydro Corporation and Dodie Erickson, Charles Eaton, Jose Navarro and Jean Cecala of Inframark. Residents in attendance were Roy Ables, John Lundin and Doug Jaworski.

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, Secretary Manuel Macias, Assistant Secretary Mark Villemarette and Assistant Secretary Curt Webber thus constituting a quorum.

3. PLEDGE OF ALLEGIANCE.

President Tabaska led the Pledge of Allegiance.

4. PUBLIC COMMENTS.

There were no public comments.

5. FEBRUARY 23, 2023 REGULAR MEETING MINUTES.

The proposed minutes of the February 23, 2023, regular meeting were presented for approval. Director Manuel Macias made a motion to approve the minutes as presented. The motion was seconded by Director Curt Webber. Motion unanimously approved.

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

Allen Douthitt of Bott & Douthitt PLLC gave the financial report for the District. Currently bills are paid through the bookkeeper's account. Mr. Douthitt went over invoices paid by the District in February 2023 and presented the January 2023 financials.

Mr. Douthitt said the budget was tracking just as designed for this month. However, a large payment to Inframark was being presented for payment. Additionally, the final payment of \$19,889 is due April 15 for the loan for the purchase of customer meters. Mr. Douthitt also reported that just over 90 percent of property taxes have been received for the District. Director Mark Villemarette asked Mr. Douthitt if the Central Bank lock box account had been set up yet. Mr. Douthitt said that everything has been submitted to the bank but the account is not ready.

Director Anne Kikta then made the motion for approval of payments of monthly bills, payment for professional services, final payment for the loan, as well as authorization to transfer funds as noted on the report. It was seconded by Director Macias. Motion unanimously approved.

7. ENGINEER'S REPORT – TRIHYDRO CORPORATION.

a. Sewer Line Assessment Preliminary Report.

Accountant Manager, Dodie Erickson, had invited Inframark's Collections and Distribution Austin region manager, Charles Eaton and crew chief, Jose Navarro, to address the Board of the ongoing sewer blockages along Lakeland, what has been done to date and the plans moving forward. After much discussion between the Board, Inframark personnel and Trihydro engineers a plan of action was decided.

President Tabaska made a motion to appoint the Operations Committee to help Inframark create a permanent solution to alleviate the blockage and the District to allocate \$10,000 for the solution. The motion was seconded by Director Macias. Motion was unanimously approved. After additional discussion, a second motion was made by Director Kikta recommending changing that allocated amount to \$20,000 to solve the blockage problem. This motion was also seconded by Director Macias and unanimously approved.

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

Water System –

Surface Water Treatment Plant – No current engineering issues to report.

Distribution and Storage – No current engineering issues to report.

Wastewater System –

Wastewater Treatment Plant (WWTP) – No current engineering issues to report.

Collection – Trihydro furnished the Sewer Line Assessment Preliminary Report to the Design/Engineering Committee and Inframark on March 17, 2023, for their review. The report assesses the existing pressure sewer mains along Lakepoint Circle and Lakeland Drive to determine findings and recommendations for resolving the recent sewer line blockages.

Reclaimed Water System –

Storage - No current engineering issues to report.

Irrigation – Trihydro provided copies of the permitted spray and irrigation map, and future irrigation disposal areas map to Board Director, Anne Kikta.

Other –

Water Treatment Plant (WTP) Generator Project – No new updates. President Tabaska asked if any dates for site preparation, delivery of generator and other equipment is known. Mr. Vargas stated the generator should arrive in late June. Mr. Steven Young of Trihydro said at the April Board meeting Trihydro should have dates for arrival of the ATS and generator and when ground-breaking may be expected.

TCEQ Emergency Preparedness Plan (EPP) – Approval letter from the Texas Commission on Environmental Quality (TCEQ) was received by mail on February 28, 2023.

FY 2023 General Engineering Services – Fiscal year (FY) 2023 is from October 1, 2022 through September 30, 2023. Currently the projected engineering budget is \$60,000 for FY 2023 and 37.3 percent has been invoiced to the District by Trihydro.

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

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

Mr. Vargas updated the Directors on the bond related projects and contracts. The Bond Program currently has two active design projects which are the Wastewater Treatment Plant (WWTP) and the Water System Analysis.

Trihydro met twice in March with the Design/Engineering Committee to provide information of updates and changes to the design of both of these projects.

WWTP - The current construction cost update for the WWTP project is approximately \$8.5 million. The bid schedule has again been changed for this large construction project. Trihydro plans to have a recommendation to award the bid to present to the Board at the Board's July 27, 2023, regular meeting. Director Villemarette believes that Trihydro has now provided a realistic schedule and the new bid opening date of July 13, 2023, should be a firm date.

Water System Analysis – Trihydro will have the water model for the District's water distribution system finalized and ready for delivery to the District on Friday, March 24, 2023. Trihydro recommended a full board workshop to go over the plan and create a list of recommended water improvement projects.

- a. WWTP design and schedule.
This was discussed in the Bond Projects report.
- b. Low Pressure Plan model results and recommendations.
Mr. Vargas stated the Water Master Plan, which includes the low-pressure model results and recommended water improvements, would be ready March 24, 2023, for delivery to the Design/Engineering Committee.
- c. Drip Irrigation
President Tabaska and Vice-President Kikta met with the POA President, Frank Engels, general manager, Lori Martin, and golf course personnel to begin discussions about the design process for drip irrigation in the golf course roughs. President Tabaska said that the golf course roughs do not have sufficient space to accommodate removal of effluent during winter months' worse-case scenarios. President Tabaska has visited with the Townhouse Association about potentially using some of its green space areas. Green spaces on Champions Circle are also possible locations to add drip irrigation. The Board will also be researching possibly using a utility easement just outside of the District for drip irrigation.
- d. Backwash tank replacement.
One current backwash tank has been totally removed from service due to its rusted-out bottom. The second backwash tank is the same age as the other one and most likely only a matter of time before it fails too. The backwash replacement tank option is currently on hold.

Future bond projects – All other future bond projects have been reprioritized by the Board and work will be dependent on bids for the WWTP. The Preliminary Engineering Report (PER), as part of the Water System Analysis project, will provide recommendations for water system improvements such as replacing the Augusta standpipe, renovating the Augusta elevated storage tank (EST), and rehabilitating the Augusta pump station to meet regulatory requirements. Final scope and funding will be dependent upon final project costs of the WWTP and Water System Improvements. All other future bond projects also depend upon the same final project costs.

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

9. OPERATIONS AND MAINTENANCE REPORT – INFRAMARK.

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

Ms. Erickson first discussed the previous action items from the February Board meeting.

At the WTP - The waste water valve replacement at the plant was completed March 7. Trac-N-Trol and Macaulay should be meeting next week regarding the zebra mussel chemical feed on the SCADA system.

At the WWTP - The small boat for the WWTP effluent pond was purchased and delivered to the District on March 23. Sludge was hauled on March 10, 2023, and will continue to be hauled as needed. The oil in both blowers was drained and refilled. The oil now looks normal.

Other projects – A hydrant on Peckham Drive was relocated on March 7, 2023.

Ten random customer meters were pulled and sent for bench testing for accuracy. All ten meters read slightly lower than

specifications at the minimum flow tested (0.25 gallons per minute “gpm”), but were accurate at the other test rates of 2 gpm and 15 gpm. Based on the results, the District’s position is that meter inaccuracy is not responsible for a significant portion of the District’s water losses.

Three old, unused flushing stations’ capping and securing should be finished today and the frac tank delivered on February 18 on Lakeland Drive is being kept a while longer until the jetting of the sewer lines on Lakeland can be finished and the Board is assured there are no further blockages.

New item updates:

On the water intake barge – A phase monitor required to help keep the barge pumps running properly has been ordered.

Water system – all hydrants are currently being scraped and painted red, flushing on 15-20 hydrants is done monthly. Additional hydrants will be added each month so that all hydrants will be worked at least once annually. A hydrant on Lakeshore Circle was replaced on February 28. Two possible water leaks in the District’s systems are being researched. One is between Lakeland Circle and Lakeland Drive and the other is on Southwind Road. A leak detection company will be hired to try to find the leak. Earlier in the month, President Tabaska approved the annual service contract with Hach to service the turbidimeters, chlorine analyzers and other components at the WTP.

The plant operator asked Ms. Erickson to have the Board approve purchase of three devices for the WTP to help monitor turbidity. After discussion the Board agreed to purchase these devices.

Wastewater system – sweeps have been added in two locations along Lakeland Drive to be used for monthly flushing of those lines to help alleviate potential blockages.

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

10. EXPENDITURES, CONTRACTS, REPAIRS, REPLACEMENTS AND MAINTENANCE TO OPERATIONS AND MAINTENANCE REPORT IN ITEM 9 ABOVE.

Director Kikta made a motion to approve the purchase of three turbidimeter devices and installation of the devices to be used at the District’s WTP of a price not to exceed \$15,000. Director Villemarette seconded the motion which was unanimously approved.

11. OPTIONS FOR RELOCATION OF BOAT/TRAILERS FOR CONSTRUCTION STAGING AREA.

Director Webber led the discussion and recommended the Board approve building a fence on two lots owned by the District to use for temporary storage for boats and trailers during the construction project of the WWTP. Mr. Webber had met with the POA, Village, and a fencing contractor to have his questions answered before making the recommendation. The remaining Board had several questions which Director Webber answered.

President Tabaska made a motion to pursue the option to build a fence on WCID property after receiving another bid and approving the project, with a not to exceed the current lowest bid in hand then allowing the Operations Committee to make the final decision. Motion seconded by Director Macias. Motion unanimously approved.

Director Villemarette made a motion to employ Shane Starkweather to clear the two WCID lots at a cost of \$5,000 prior to building the fence. Director Webber seconded the motion which was approved unanimously.

12. STREET REPAIRS WITHIN THE DISTRICT.

Two bids for street repairs were received prior to the meeting for six repairs of streets within the District. The repairs were required due to damage caused by installing new services or making repairs to the District’s lines. Motion was made by Director Villemarette to hire D&D Construction for \$3,960 to make the needed street repairs within the District. The motion was seconded by Director Webber and unanimously approved.

13. MASTER SERVICES AGREEMENT WITH TRAC-N-TROL.

President Tabaska relayed to the Board that the services agreement between the District and Trac-N-Trol was reviewed by the District's legal counsel. President Tabaska has signed the agreement. Director Macias made a motion to approve the Master Services Agreement with Trac-N-Trol. Director Villemarette seconded the motion. Motion unanimously approved.

14. DECLARE OLD MOWER FROM WTP AS SURPLUS PROPERTY; DISPOSE OF OR SELL SAME.

Director Villemarette told the Board that an old riding lawnmower is parked in the WTP which no one seems to know where it came from or to whom it belongs. He then made the motion to declare the old mower at the WTP surplus property and contact Bill Cecala to haul it away at zero cost to the District. The motion as seconded by Director Macias and unanimously approved.


15. ADJOURN THE MEETING.

Meeting was adjourned at 6:14 p.m.



Steve Tabaska, President
Travis County WCID – Point Venture

ATTEST:



Manuel Macias, Secretary
Travis County WCID – Point Venture

(SEAL)