

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

April 25, 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 25th day of April 2024, at 3:00 p.m. with the Directors present being Annette Kikta, Mark Villemarette and Curt Webber.

Others in attendance were Jessica Benson of Bott and Douthitt, PLLC, David Vargas and Derek Klenke of Trihydro Corporation, and Makenzi Scales and Jean Cecala of Inframark. Resident in attendance was Jonathan Janke.

1. CALL TO ORDER.

Board Vice-President Anne Kikta called the meeting to order at 3:00 p.m.

2. ROLL CALL OF DIRECTORS.

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

3. PLEDGE OF ALLEGIANCE.

Vice-President Anne Kikta led the Pledge of Allegiance.

4. PUBLIC COMMENTS.

No public comments.

5. MARCH 28, 2024 MEETING MINUTES.

The proposed minutes of the March 28, 2024 regular meeting were presented for approval. Director Mark Villemarette made a motion to approve the minutes for the previous meeting 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.

Mrs. Jessica Benson of Bott & Douthitt PLLC gave the financial report for the District. Mrs. Benson went over invoices paid by the District in March 2024 through the bookkeeper’s account and presented the February 2024 financials.

Mrs. Benson did an overview of several elements of the accounting report to give further explanation of the District's financial health. She explained the reasoning for multiple transfers between accounts required to conduct business.

After Mrs. Benson answered questions from the Board, Director Villemarette 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 Webber. Motion unanimously approved.

7. CUSTOMER REQUEST FOR REIMBURSEMENT.

Mrs. Jean Cecala explained the customer was asking for reimbursement of a plumber's bill he did not feel was warranted. The customer had requested a re-read of his meter for high use and leak detection. According to the Inframark technician, when the technician went out on the service call, he discovered a slow leak on the customer's side and told the customer he should probably contact a plumber. The customer presented an invoice from the plumber which states the plumber could not find evidence of a leak. The customer is asking for reimbursement of \$150.00.

After discussion between the Board members, Director Villemarette made a motion to deny the reimbursement request. The motion was seconded by Director Webber. Motion unanimously approved.

8. CONTRACT PAINTING OF FENCE FOR TEMPORARY BOAT STORAGE.

Five estimates were submitted for staining the eight-foot wooden fence near the District's office.

After discussion, Director Villemarette made a motion to accept the estimate from Tex-Sun Construction & Services for \$4,400 with the understanding that no payments will be made until after the job is completed. The motion was seconded by Director Webber. Motion unanimously approved.

9. PAVING REPAIRS WITHIN THE DISTRICT.

Mrs. Cecala explained that Inframark had to cut pavement within the District to either add a water tap or make repairs. Because both cuts were large it is recommended to get them repaired as soon as possible. Two contractors submitted estimates.

Directors asked questions about whether each had performed work in the District. Since both have done previous road repairs with satisfactory results, Director Villemarette made a motion to accept the estimate from D&D Construction for \$3,850 with the condition that D&D Construction agree to a written one-year warranty for the repairs. If D&D would not warranty their work, to then offer the contract to Steven's Paving for a not-to-exceed amount of \$4,500. Director Webber seconded the motion. Motion unanimously approved.

10. ENGINEER'S REPORT – TRIHYDRO CORPORATION.

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

No current engineering issues were reported for the Surface Water Treatment Plant, Wastewater System, or Reclaimed Water System.

Water System – Trihydro observed the fire hydrant installation and gate valve replacements at the intersection of Lakeland Drive and Lakepoint Circle on April 15 and 16. Mr. Vargas stated that a blue pavement reflector still need to be added for the new hydrant and concrete collars for the valve box covers need to be installed.

WTP Generator Project – Holt-Cat gave an updated ship date of the Automatic Transfer Switch (ATS) as April 26. Holt-Cat will come to the district once the switch has arrived to perform a load test on the GenSet and perform other necessary tasks as part of the equipment start-up and commissioning.

FY 2024 General Engineering Services – Trihydro began drafting the wastewater permit renewal.

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

11. 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 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 March 29, Trihydro reviewed pay application #5 from ACP and recommended payment. Trihydro reviewed and responded to RFI-07 regarding the psi ranges for the non-potable water pressure switches. On April 1, ACP poured concrete for the four west aeration interior columns and the aeration retaining wall.

On April 2, ACP began excavation for the clarifier. April 8, PVC piping was delivered. On April 10, Alterman and PEC installed temporary power and submeter for the construction trailers. On April 11, ACP poured concrete for the two aeration platforms and headworks slab. Then on April 17, Trihydro provided JRSA’s memorandum to the District and Inframark on the comparisons between VTSCADA and Ignition SCADA software, as part of RFI-04.

The Board discussed which SCADA software should be installed at the new WWTP. After the discussion, Director Villemarette made a motion to stay with the original choice of VTSCADA. Director Webber seconded the motion which was unanimously approved.

On April 18, ACP poured the headworks channels and top slab and on April 19, one 40-foot length Conex box was delivered and ACP began work on the aeration drop box. Finally, over the next several weeks, ACP will be working on the aeration drop box and clarifier, hydrostatic testing the chlorine contact and effluent transfer basins, and installing temporary bypassing for the existing eight-inch effluent pump discharge line that leads to the effluent tanks and the eight-inch effluent gravity line that leads to the upper pond.

Water System Analysis – Trihydro had no updates to report.

a. Amendment #1 to Bond Program Management Agreement

Director Webber made a motion to approve Amendment #1 to Extend the Completion Date to December 31, 2026 for the Bond Program Management Agreement. The motion was seconded by Director Villemarette and unanimously approved.

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 known.

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

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

Director Webber made a motion to approve Pay Application #5 to Associate Construction Partners for \$866,444.41. Director Villemarette seconded the motion which was approved unanimously.

13. OPERATIONS AND MAINTENANCE REPORT – INFRAMARK.

Ms. Makenzi Scales gave the Operations and Maintenance Report for Inframark.

Water Treatment Plant (WTP) and Distribution System – At the WTP, Westech was on site April 9 to access the Trident. The report of their findings will be submitted soon. Inframark operator will follow up a second time for the report from Westech.

The hydrant at 18501 Lakeland Drive was replaced and isolation valves installed on April 15. The hydrant at 18601 Champions Circle was scheduled to be installed along with isolation valves on April 25. Two more hydrants on Champions Circle will be installed in mid to late May.

Wastewater Treatment Plant (WWTP) and Collection System – The clarifier gear box drive is failing. This has become a priority as the gear box is leaking oil and has to be constantly monitored. Additionally, the gear box is not connected to the Verbatim call out system in case of failure. Inframark is requesting approval of a quote for \$25,934 to replace the drive. This quote includes the gear box, sludge hauls necessary and all labor. Lead time for receiving the gear box is approximately three to four weeks. Director Villemarette made a motion to approve the purchase of a replacement clarifier gear box at the WWTP for \$25,934. Director Webber seconded the motion which was unanimously approved.

Other – Site visits for the WTP and WWTP are in progress by dedicated operators. Inframark is hosting a client appreciation gathering on June 14 at the AWDB Summer Conference. The Board has been invited to attend as Inframark’s guests.

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

14. EXPENDITURES, CONTRACTS, REPAIRS, REPLACEMENTS AND MAINTENANCE TO OPERATIONS AND MAINTENANCE REPORT IN ITEM 13 ABOVE.

Approval made during Operations and Maintenance report.

15. TEXAS WATER DEVELOPMENT BOARD FUNDING APPLICATION STATUS.

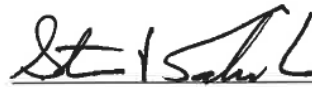
No update from last month.

16. BOARD ANNOUNCEMENTS.

No announcements.

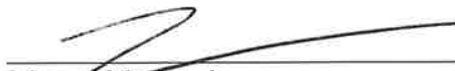
17. ADJOURN THE MEETING.

Meeting was adjourned at 4:26 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