

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

May 23, 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 23rd day of May 2024, at 3:00 p.m. with the Directors present being Steve Tabaska, Annette Kikta, Manuel Macias and Curt Webber.

Others in attendance were Allen Douthitt of Bott and Douthitt, PLLC, David Vargas of Trihydro Corporation, and Dodie Erickson and Jean Cecala of Inframark. Resident in attendance was Tom Soukup.

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

3. PLEDGE OF ALLEGIANCE.

President Steve Tabaska led the Pledge of Allegiance.

4. PUBLIC COMMENTS.

No public comments.

5. APRIL 25, 2024 MEETING MINUTES.

The proposed minutes of the April 25, 2024 regular meeting were presented for approval. Director Curt Webber made a motion to approve the minutes for the previous meeting 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 April 2024 through the bookkeeper's account and presented the March 2024 financials.

In March, the District's financial was \$80,000 to the good which was driven by tax revenue received that exceeded the budgeted amount and the new rate increase that went into effect in March. Additionally, maintenance charges were lower in March. Hydrants that were approved for replacement invoices will be presented for payment in the next couple of months. Costs for those replacements will be considered capital improvements.

The tax account with TreasuryDirect has not been set up yet but should be by June 1, 2024.

After Mr. Douthitt answered questions from the Board, Director Macias 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. CONTRACT LEASE AGREEMENT WITH VERIZON.

President Tabaska led the discussion of the proposed contract lease agreement with Verizon. After explaining a few options proposed by Verizon and discussion by the Board, Director Kikta made a motion to table the lease agreement and leave the lease agreement as is. Director Webber seconded the motion. Motion was unanimously approved.

8. ENGINEER'S REPORT – TRIHYDRO CORPORATION.

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

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

WTP Generator Project – The Automatic Transfer Switch (ATS) was delivered to T. Morales at their Georgetown location on May 6. Trihydro attended the coordination meeting with T. Morales and Inframark on May 14. The ATS was installed on May 22 requiring the water treatment plant (WTP) to be temporarily shutdown to complete the work. Tentatively scheduled for May 28, Holt-Cat and T. Morales will perform start-up and commission of the ATS and GenSet. Trihydro will do a substantial completion walk-through with T. Morales after that. Director Webber will also be present for the walk-through. A letter is already drafted to T. Morales for going over their liquidated damages (LDs).

President Tabaska reported that the Village of Point Venture building department contacted him and the District that T. Morales permit had expired in September and wanted to know if the project was completed. President Tabaska tasked Trihydro with being aware of any future permit expiration dates and not letting Village permits expire.

FY 2024 General Engineering Services – Trihydro continued drafting the wastewater permit renewal and coordinated with Inframark to obtain one effluent sample to test for required constituents and operator information to be included in the renewal.

Trihydro attended the Engineering/Operations committee meeting on May 15.

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

9. 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.

The first progress meeting with Associated Construction Partners (ACP), Trihydro, Inframark and the District was held this month.

WWTP Construction Services – Trihydro continues to review construction submittals from Associated Construction Partners (ACP). On May 6, Trihydro reviewed and responded to RFI-08 regarding clarification to electrical 90 bend fittings. Stainless steel slide gate for the aeration basin was delivered on that date.

On May 7, ACP submitted Pay Application #6 which Trihydro reviewed and recommended for payment. Also, the first shipment of miscellaneous fabrications was delivered. The chlorine contact and effluent transfer basins passed hydrostatic testing that day.

Three concrete pours were accomplished this month. On May 8, ACP poured the aeration dropbox slab. On May 13, the aeration dropbox walls were poured and on May 20, the foundation for the clarifier was poured.

Also on May 8, concrete manholes for the new plant and Property Owner Association (POA) lift station were delivered. May 9, ACP completed temporary bypassing for the existing eight-inch effluent pump discharge line and the eight-inch effluent gravity line. ACP also completed excavation and proof-rolling subgrade for the clarifier. May 11, installation of the flex base for the clarifier was completed. On May 15, ACP began excavation for the lift station wet well. May 17 ACP completed installing forms and rebar for the clarifier foundation. The fine screen was delivered May 23.

For approximately the next three weeks, ACP will work on the clarifier basin walls and weir walls, and the lift station wet well excavation and foundation. Finally, the project scope on the generator will also be discussed.

A discussion about whether the current generator at the WWTP was sufficient to run the new plant was held. Director Webber said that the equipment connected to the generator needs to be either put on delayed or slow starts to allow the generator to start and run before loading it. Trihydro was tasked with answering the question for load and in-rush and the feasibility and cost of adding delayed or slow starts. Directors Webber and Villemarette will review the information once Trihydro has drafted it.

Water System Analysis – Trihydro had no updates to report. President Tabaska added that he believes replacement of the standpipe is highest priority for the next project and wanted the Board to authorize engineers to begin drafting plans. Trihydro engineer was asked to draft a proposal for engineering costs.

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

10. 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 #6 to Associate Construction Partners for \$310,995.32. Director Kikta seconded the motion which was approved unanimously.

11. OPERATIONS AND MAINTENANCE REPORT – INFRAMARK.

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

Water Treatment Plant (WTP) and Distribution System – At the WTP, the gear for the Rotork actuator was received at Rotork and Rotork is waiting on the customized pedestal before sending it out to the district. A proposal from Rage Industrial Solutions was presented to the Board for repairing a backwash tank that has been out of commission for some time. Inframark has since found another contractor who will provide a quote to Inframark. Director Kikta made a motion to approve repairs of the backwash tank with a not-to-exceed amount of \$60,000. Director Webber seconded the motion which was unanimously approved.

Westech sent its report on May 16 with recommendations for improvements on the Trident. Parts have been ordered for needed repairs. The Board requested a checklist to be posted on or beside the trident.

The clarifier gear box approved at last month’s meeting is expected to arrive in early June.

Three new hydrants were installed over the last several weeks all on or within Champions Circle. Inframark will begin the process of painting identification numbers on all the hydrants in the District.

RG3 has been in contact with the District and Inframark and they are scheduled to begin installation work in early June for the base station and retrofitting 191 customer meters. RG3 anticipates the work will take approximately three days to complete. A meter to test accuracy on customer meters arrived May 15.

Wastewater Treatment Plant (WWTP) and Collection System – No updates were reported.

Other – The Consumer Confidence Report (CCR) for 2023 has been completed by Inframark’s compliance team and Ms. Erickson asked for Board approval.

Director Kikta made a motion to approve the 2023 Consumer Confidence Report (CCR) as presented and to accept the operations and maintenance report. Director Macias seconded the motion. Motion unanimously approved.

12. EXPENDITURES, CONTRACTS, REPAIRS, REPLACEMENTS AND MAINTENANCE TO OPERATIONS AND MAINTENANCE REPORT IN ITEM 11 ABOVE.

Approvals made during Operations and Maintenance report.

13. TEXAS WATER DEVELOPMENT BOARD FUNDING APPLICATION STATUS.

No update was available for the project.

AGENDA ITEMS RELATED TO ELECTIONS

14. Directors Election.

- a. Resolution Authorizing Secretary’s Appointment of Agent to Perform Duties During Election Period.
- b. Notice of Deadline to File Application for Place on Ballot.
- c. Any and all other actions that are necessary or appropriate related to the Directors Election.

PUNTOS DEL ORDEN DEL DÍA RELATIVOS A ELECCIONES

14. Elección de Directores.

- a. Resolución para autorizar al secretario para designar a un agente para desempeñar funciones durante el periodo electoral.
- b. Aviso de fecha límite para presentar solicitudes de un lugar en la boleta de votación.
- c. Todas y cada una de las demás acciones que sean necesarias o apropiadas relacionadas con la Elección de Directores.

No action was required for any of the election related items. The resolution in Item 14a was still in effect from the last Board of Directors election.

15. BOARD ANNOUNCEMENTS.

President Tabaska informed the Board that the District received a request from a resident to place a boat dock within 200 feet of the intake barge. The attorney reviewed the request and the request was denied.

A watering variance was approved for new drought-resistant sod according to the Drought Contingency Plan.

Trihydro sent pictures to the District showing a boat dock near the barge has drifted over the water intake barge cable with the buoys. The Board asked that the Townhouse Association manager be contacted to have the resident move the dock off of the cable and secure it.

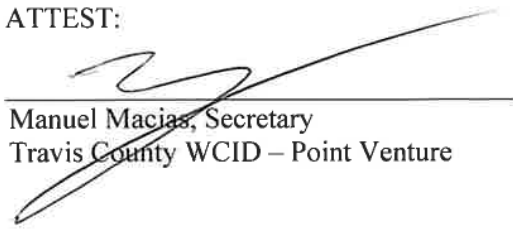
16. ADJOURN THE MEETING.

The meeting was adjourned at 4:49 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