

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

August 24, 2023

STATE OF TEXAS §

COUNTY OF TRAVIS §

The Board of Directors of the District met in regular meeting, open to the public, at the Point Venture POA Venture Room, 555 Venture Blvd South, Point Venture, Texas 78645, on the 24th day of August 2023, at 3:00 p.m. with the Directors present being Steve Tabaska, Annette Kikta, Curt Webber and Mark Villemarette.

Others in attendance were Allen Douthitt of Bott and Douthitt, PLLC, David Vargas and Kayla Petersen of Trihydro Corporation and Dodie Erickson and Jean Cecala of Inframark. Residents in attendance were Tod Griffin, Chris and Sandra Kroll and Roy Ables.

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 Annette Kikta, Assistant Secretary Mark Villemarette and Assistant Secretary Curtis Webber thus constituting a quorum. Director Manuel Macias was absent.

3. PLEDGE OF ALLEGIANCE.

President Tabaska led the Pledge of Allegiance.

4. PUBLIC COMMENTS.

No public comments.

5. JULY 27, 2023 REGULAR MEETING MINUTES.

The proposed minutes of the July 27, 2023 regular meeting were presented for approval. Director Anne Kikta 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 July 2023 and presented the June 2023 financials. Mr. Douthitt reported that large maintenance expenses in June from tap installation caused the District to be approximately \$25,000 down in its budget. Director Mark Villemarette asked a question about the charges for the blower replacement. Those charges were not reflected in June financials.

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.

President Tabaska rearranged the agenda to Item 8.

8. ORDER SETTING THE DISTRICT'S PROPOSED TAX RATE FOR 2023 AND PROVIDING FOR NOTICE THEREOF.

Mr. Douthitt led the discussion about the proposed tax rate for 2023. He and the District's financial advisor, Dan Wegmiller, had worked on the tax rate together. The average home's taxable value increased in 2023 from 2022. The average home value in Point Venture in 2022 was \$377,078 and it is now \$422,485. The District will lower its tax rate percentage to stay within the legislative boundaries for this type of taxing entities. Mr. Wegmiller proposed changing the operations and maintenance tax rate to \$0.3350/\$100 property value and the debt services tax rate to \$0.3372/\$100 property value with a total tax rate of \$0.06722/\$100 of property value. This is a reduction from last year's total tax rate of \$0.7000/\$100 taxable property value. However, due to the increase in estimated property value, some property owners may see an approximate \$200 increase in their payable taxes for the District.

Director Anne Kikta made the motion to approve the order setting the District's proposed tax rate for 2023, set the tax rate hearing date for the next regular Board meeting and providing for notice thereof. The motion was seconded by Director Villemarette. Motion unanimously approved.

President Tabaska returned to Item 7 then the regular order of the agenda.

7. PROPOSED BUDGET.

Mr. Douthitt also began the discussion on the District's proposed budget for 2024. After discussion among the Board members, the proposed budget was considered acceptable. The final budget will be approved at the regular September Board meeting.

9. CUSTOMERS' REQUESTS FOR REIMBURSEMENT.

Due to recommendations from the District's legal counsel, this agenda item was tabled. The attorney wished to complete his review of the documents presented by the Board for possibly reimbursing customers for expenses incurred during a recent sewer line blockage in the District. Board President Steve Tabaska allowed customer Christopher Kroll to address the Board on this agenda item. Mr. Kroll posed several questions to the Board including moving forward with a firm decision. The item was tabled.

10. ENGINEER'S REPORT – TRIHYDRO CORPORATION.

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

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

Surface Water Treatment Plant – On August 17, 2023, Trihydro provided Inframark electrical drawing sheets from the 2000 WTP as-builts showing the general locations of the intake barge navigation lights and associated lighting fixture and panel schedules.

On August 18, 2023 Trihydro corresponded with Inframark to discuss the option of modifying the SCADA system, in response the recent structure fire, to provide adequate water supply and pressure during an after-hour emergency occurrence.

Distribution and Storage – On August 10, 2023, Trihydro reviewed the District’s request to abandon an existing 2-inch water service line within the District’s property lots that run parallel with Summit Ridge Drive.

Water Treatment Plant Generator Project – the Board asked Trihydro to provide updates on the delivery dates of the generator and automatic transfer switch for this project.

General Engineering Services – Trihydro began drafting the proposal letter for the fiscal year 2024 general engineering services project.

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

11. AMENDMENTS TO CONTRACTS TO EXTEND THE COMPLETION DATES FOR THE WATER PLANT GENERATOR, WATER SYSTEM ANALYSIS, AND WASTEWATER PLANT PROJECTS.

The contract amendments were all for extensions of completion dates. Director Kikta made the motion to approve the amendments to contracts to extend the completion dates for the Water Plant Generator, Water System Analysis and Wastewater Plant projects. Director Villemarette seconded the motion. The motion was unanimously approved.

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

a. WWTP Construction Services Proposal.

Mr. David Vargas submitted the proposal for construction services from Trihydro to the Board. Mr. Vargas explained that the proposal covered three areas for the scope of work including Construction Administration, Resident Project Representative (RPR) and Construction Materials Testing (CMT) Solicitation Assistance. President Tabaska asked the Board to thoroughly review the Construction Services Proposal and it would be discussed further at a special Board meeting on September 7, 2023.

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.

WWTP – On August 8, 2023, Trihydro received the approval letter and Utility Permit from Lower Colorado River Authority (LCRA). Trihydro reviewed equipment submittals and answered questions provided by plan holders prior to the last day of questions which was Friday, August 18, issued three addendums and submitted the final proposal for construction services to the District for review and approval.

The District received and opened bids on August 24, 2023 for the construction of the new 0.15 million gallons/day (MGD) WWTP, renovations to the existing 0.1 MGD WWTP, two offsite lift station replacements, and several manhole replacements. Two bidders submitted bids which were Prota Inc. for \$11,437,000.00 and Association Construction Partners (ACP) for \$10,978,850.00. Trihydro will now review the bids and at a special September 7 meeting will make a recommendation of award to the Board of Directors.

Water System Analysis – Trihydro researched and reviewed Texas Water Development Board (TWDB) and State Revolving Fund (SRF) requirements. Trihydro also attended the follow up meeting with TWDB on August 3. The District provided direction for Trihydro to take the lead on filling out the TWDB Project Information Form to be prepared for the December 1, 2023 submission date.

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. Scope and funding will be dependent upon final project costs of the WWTP and Water System Improvements.

Future bond projects – All other future bond projects have been reprioritized by the Board and funding will be dependent upon final project costs of the WWTP and the cost of Water System Improvements.

Director Kikta made a motion to accept the Bond report. Motion 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.

No action was required for this item.

14. OPERATIONS AND MAINTENANCE REPORT – INFRAMARK.

- a. Review water supply during house fire. What did we learn? How can we improve?

Inframark reported that during the August 12 structure fire in Point Venture approximately 200,000 gallons of water was used to extinguish the fire. It was also reported that the standard pressure during those hours was at 55 psi but with five fire trucks on site it was difficult to keep up with the demand. In a meeting between Inframark and TracNTrol after the fire, fixes for remote capabilities were discussed and believed could easily be added to the SCADA system. President Tabaska tasked Trihydro for engineering of fire control for the District's SCADA system along with TracNTrol. President Tabaska recommended to Trihydro to retrieve data from SCADA during the fire to help figure out how the system responded.

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

WTP and Distribution System – Control Networks Plus worked with TracNTrol on SCADA August 21. The backwash fault issues still need resolving. Plant A turbidimeters are not working. No replacement parts exist for the electronics due to their age. Ms. Erickson was requesting approval by

the Board to purchase new turbidimeters. The barge needs eight navigation bulbs replaced. Inframark plans to go to the barge to do the work and while there will install a chain and lock, and clean and grease barge pumps and motors. The water accountability percentage had dropped since the previous month and Director Villemarette asked if that was due to a large leak discovered at a townhome in late July. The leak did not count towards the drop and a discussion began about the leak, District policy, and how to prevent large, long duration leaks in the future. The topic was not on this meeting's agenda so it will be placed on a future agenda.

WWTP and Collection System – The additional pressure loggers for District inventory were ordered on August 14 to help track pressure in sewer lines as needed. The RAS line at the WWTP was clogged and a quote to install an isolation valve was presented to the Board for approval. A quote for installing a drain valve in the contact chamber was also presented to the Board for approval. Additionally, blower #1 at the WWTP has failed. It was removed and delivered to ACFM on August 11 for warranty work.

Other – The Master Map is updated and will continue to be updated as equipment is added or removed from the system. It will be kept in the District's Board room along with a data sheet of all the changes. The Board requested the Asset Management Report also be kept up to date.

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

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

Director Kikta made a motion to approve the quote for installation of the isolation and drains valves for \$3,216.97 plus parts and \$3,216.97 respectively. The motion was seconded by Director Villemarette. Motion unanimously approved. A second motion was made by Director Kikta to give authority to the Operations Committee to approve the quote from Hach for the turbidimeters and actuator. Director Webber seconded the motion which was unanimously approved.

16. ENCLOSURE TO HOUSE VARIABLE FREQUENCY DRIVES.

Director Villemarette led the discussion and believes that the estimate included a much larger scope of work than the Board had anticipated, and that the new scope of work would have required drawings and professional engineering design. He said coolers specifically designed for Variable Frequency Drives (VFD) are available and any implementation would need electrical engineering work first. After discussion by the Board for a different approach, the Board took no action on this item.

17. TEXAS WATER DEVELOPMENT BOARD FUNDING APPLICATION STATUS.

President Tabaska said the committee had a second meeting with TWDB and it was concluded that the District was a good candidate to receive a loan. President Tabaska relayed that after visiting with the District's financial advisor, it was explained that the TWDB loan would have to be classified as either a revenue note or tax note. The Tax note would have to be approved in a bond election. The District currently does not have enough revenue to pledge against a revenue note. President Tabaska concluded that there are still a lot of unknowns and he would be asking for additional input from the District's accountant, Allen Douthitt.

18. RESTRUCTURE TWO CURRENT COMMITTEES, COMBINE INTO ONE AND RENAME.

President Tabaska discussed the need to eliminate two current committees and combining them into one. This would help curtail numerous committee meetings between monthly meetings. Director Villemarette suggested rotating between Directors Kikta, Webber, and Villemarette for these meetings but where only two directors would be present at any given meeting. The committee would also be open for the other two Directors to rotate in as needed. Primary attendees would be two Board members, TracNTrol and/or Control Networks Plus, Trihydro engineers, Dodie Erickson and a plant operator. Ms. Erickson will send out the invitation each month.


President Tabaska renamed the committee the Engineering/Operations Committee.

19. DISCUSSION WITH TRAVIS COUNTY MUD 10.

President Tabaska reported on his recent visit with members of Travis County MUD 10 Board of Directors. In the meeting, MUD 10 directors talked about the customer meters used in MUD 10 and the differences between what Point Venture is using. The meters in MUD 10 include a customer portal and an alarm system which warns both the office and customers of potential leaks. During the meeting, the possibility for the two Districts to provide potable water during emergency situations was also discussed. Directors Kikta and Villemarette expressed the opinion that no system interconnect (permanent piping connection) should be made between the two Districts. All Directors agreed that filling of tank trucks during emergencies should be considered. Director Villemarette expressed concerns over a written agreement because he does not consider the Point Venture water system robust enough to be committed to providing water to another District. The Board discussed several variables and President Tabaska believes leaving the opportunity open for more discussion is what he plans.


20. ADJOURN THE MEETING.

Meeting was adjourned at 5:20 p.m.



Steve Tabaska, President
Travis County WCID – Point Venture

ATTEST:



Annette Kikta – Vice-President
Travis County WCID – Point Venture


Travis County Water
(Sewer) &
Improvement
District -
Point Venture