

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

December 14, 2023

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 14th day of December 2023, at 3:00 p.m. with the Directors present being Steve Tabaska, Annette Kikta, and Curtis Webber.

Others in attendance were Allen Douthitt of Bott and Douthitt, PLLC, David Vargas of Trihydro Corporation, Lee Gregory of RG3 Meter Company and Dodie Erickson and Jean Cecala of Inframark. Residents in attendance were John Delaney and Linda Truelove.

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

3. PLEDGE OF ALLEGIANCE.

President Tabaska led the Pledge of Allegiance.

4. PUBLIC COMMENTS.

No public comments.

5. PREVIOUS MEETING MINUTES.

The proposed minutes of the October 26, 2023 regular meeting and the November 16, 2023 regular meeting were presented for approval. Director Anne Kikta made a motion to approve the minutes for the October 26, 2023 and November 16, 2023 regular meeting as presented. The motion was seconded by Director Curt Webber. Motion unanimously approved.

6. UPGRADING CUSTOMER METER/REGISTERS.

Mr. Lee Gregory of RG3 Meter Company was in attendance to give a brief overview to Board members of his company's capability of updating the current customer registers for water meters in the District. The District purchased meters and registers through RG3 in 2013 when it upgraded its system to digital registers. The Board showed interest in upgrading the registers, particularly at townhouses which are most at risk of lines freezing, to allow the District to be able to identify leaks almost immediately. Mr. Gregory explained that RG3 would be able to upgrade the District's system in stages beginning with the townhouses. Then as the District budget allowed, adding new equipment to more homes. Mr.

Gregory went over what additional equipment is required to accomplish making it faster to identify potential large leaks at a customer's home. Major leaks would notify the District within two hours. Smaller constant leaks would send notification within 48 hours. He told the Board that Inframark employees could do the change outs of the customer registers to save on the installation costs. The Board discussed the idea of starting with upgrading the townhouses with the biggest potential freeze risk and then adding more registers every year until all homes had the improved registers.

After Mr. Gregory left the meeting, the Board decided to get clarification on the initial costs and annual fees before making the final decision on upgrading.

7. 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. Currently bills are paid through the bookkeeper's account. Mr. Douthitt went over invoices paid by the District in November 2023 and presented the October 2023 financials. Mr. Douthitt reminded the Board that the financials for the month's packet were for the first month of the new fiscal year.

He added that Inframark had notified his office that they were preparing a credit memo of approximately \$13,000 to the District. Mr. Douthitt stated that Inframark's current invoice to the District would be reduced by that amount and paid accordingly.

After answering 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 Webber. Motion unanimously approved.

8. TOWNHOUSE SEWER BLOCKAGE.

For the third month in a row, the District Board discussed the issue of who was to pay for vacuum truck services at a sewer spill over Labor Day weekend at townhouses on Comanche Lane. After a brief discussion among the Board, it was decided that the District owned these townhouse lines and would take responsibility for paying for the vacuum services. This was followed by a motion by Director Kikta and seconded by Director Webber for WCID to assume responsibility for all charges for the vacuum services. Motion unanimously approved.

9. TEXAS WATER DEVELOPMENT BOARD FUNDING APPLICATION STATUS.

President Tabaska stated that no additional information is available for funding from Texas Water Development Board (TWDB). The District's bond counsel had not responded to President Tabaska's latest inquiry. Trihydro is almost finished with the application process. Board members wanted a clearer understanding of projected costs. Director Kikta asked the engineers to draw up a proposal for just the cost of the new standpipe. No action was taken on this item.

10. RATE ORDER.

The Board of Directors discussed changes and updates to the District's current rate order. Mr. Allen Douthitt explained that the District spent approximately \$700,000 annually for water production. President Tabaska said his goal was to have service revenue cover the cost of operations and property tax revenue be used for debt services. A long discussion about customer rates and other fees ensued. No action was taken.

11. PROPOSED DATES FOR 2024 BOARD MEETINGS.

The Board was furnished proposed dates for its 2024 regular Board meetings. After a brief discussion, Director Kikta made a motion to set the regular meeting date on the fourth Thursday of each month with the exceptions of November and December. Director Webber seconded the motion which was unanimously approved.

These are the meeting dates for 2024:

January 25	May 23	September 26
February 22	June 27	October 24
March 28	July 25	November 21
April 25	August 22	December 19

12. AGREEMENT WITH TRAVIS COUNTY MUD #10.

The final agreement was not ready by meeting time. No action was taken.

President Tabaska said he was recently contacted by an employee of TCEQ about a small District between Lago Vista and Point Venture which may need emergency help from Point Venture to provide water. No further contact has been made.

13. ENGINEER’S REPORT – TRIHYDRO CORPORATION.

Mr. David Vargas of Trihydro then presented the engineer’s report for December.

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

Water System – Surface Water Treatment Plant – Trihydro assisted Inframark with ordering the flange kits for the new raw water hose on November 22. On December 11, Trihydro reviewed the raw water hose submittal drawing.

Distribution System – Trihydro attended a meeting with the District and Lee Gregory of RG3 Meter and discussed adding meters on District lines to try to isolate and find possible leaks in the system.

Wastewater System – Collection – Trihydro performed an on-site assessment on the recently installed duplex grinder pump station at 18801 Nicklaus Drive on December 1. Based on the assessment and follow up evaluation, there are numerous design issues in which the pump station did not meet TCEQ rules and regulations and the specifications in the District’s Grinder Pump Agreement. That same day, Trihydro provided recommendations to the District for the grinder pump station to be removed and replaced to bring it into compliance. On December 7, Trihydro provided response to the District requiring the builder to adhere to the requirements of the 42-inch inside diameter wet wells for duplex grinder pump stations.

On December 5, Trihydro provided Inframark standard detail and specifications on pipe bedding installation and materials in response to a recent wastewater line repair issue.

Water Treatment Plant Generator Project – The week of November 27, T. Morales finished the parking lot trench repair.

T. Morales is currently waiting on the delivery of the automatic transfer switch (ATS). Updated shipping date is December 15. Once the ATS arrives, T. Morales will coordinate with Pedernales

Electric Cooperative (PEC), Inframark and the District on requesting a water plant shutdown to remove the existing manual transfer switch (MTS) and install the ATS.

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

14. 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). Trihydro provided ACP copies of CAD structural drawing files.

On November 17, a concrete discussion meeting was held with ACP and concrete supplier, Martin Marietta. Trihydro also provided a response to ACP and EI² price quotation error. Trihydro had an on-site meeting with ACP on November 20 to discuss layout of construction trailers. On November 28, Point Venture Property Owners' Association (POA) granted approval to ACP to remove trees and brush along the backside fence of the boat storage site for ACP to situate their construction trailers.

December 6, Trihydro reviewed Pay Application #1 from ACP and recommended payment. Trihydro provided ACP response to RF1 01 on December 7 accepting ACPs request for changing the pump model for the main lift station from Hydromatic S4P(X)P to Hydromatic S4NX.

Three District Board members evaluated four Statement of Qualifications (SOQs) from prospective firms for providing Construction Materials Testing (CMT) services. The evaluation utilized a numerical grading criteria matrix that ranked each firm in three categories. Terracon ranked as the most qualified. Trihydro furnished the CMT recommendation letter on December 8.

- a. CMT Recommendations – Director Kikta made the motion to accept Trihydro's recommendation to contract with Terracon to perform the 0.15 MGD Wastewater Treatment Plant Project CMT services. Director Webber seconded the motion. Motion unanimously approved.

Water System Analysis – Trihydro updated the Fire Flow SOP and TWDB DWSRF project information form online application.

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 established.

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

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

Trihydro presented Pay Application #1 from Associated Construction Partners (ACP) to the Board for approval for payment. Director Kikta made a motion to approve Pay Application #1 from ACP for \$452,380.50. The motion was seconded by Director Webber. Motion unanimously approved.

16. OPERATIONS AND MAINTENANCE REPORT – INFRAMARK.

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

WTP and Distribution System – Turbidimeter in Plant A was installed November 17, a transducer in Clearwell #2 at the WTP was installed November 29 and the Rotork valve actuator is on order. A hydrant was replaced at 606 Deckhouse Drive on December 7. The installation was delayed when Inframark discovered the main line was made of concrete which required different equipment. The Board asked Ms. Erickson to find out the construction of the concrete pipe.

Repair clamps for the new raw water hose were received December 4. Flange kits for this new hose were ordered on November 27.

WWTP and Collection System – The spare blower for the Wastewater Treatment Plant was in line for final testing at ACFM and is expected to be shipped back to the District the week of December 18. A pressure logger was installed on a wastewater line on Comanche Lane. A second pressure logger should be installed next week on that same line.

Ms. Erickson would like to contact Lago Vista about possibly sharing the cost to have Westech come to both Lago Vista and Point Venture to give a quote for cleaning both entities trident water plants. The Board agreed to the idea. Inframark has requested a quote for a solenoid for flow control module for Plant A needed to connect to SCADA. Finally, Trac-N-Trol (T-N-T) sent an email to Ms. Erickson and Director Kikta stating the District had two weeks to access SCADA information or lose it. The Board requested Ms. Erickson contact T-N-T and asked to have the plant operators added to the contact list and ask for more time.

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

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

No action required.

18. BOARD ANNOUNCEMENTS.

No Board announcements.

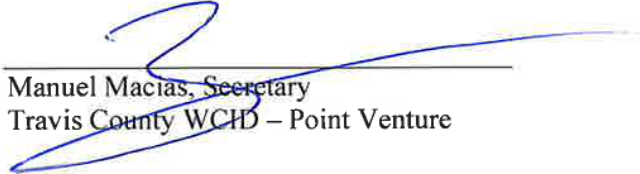
19. ADJOURN THE MEETING.

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



Travis County Water
Control &
Improvement
District -
Point Venture