

PUBLIC NOTICE OF REGULAR MEETING

**TAKE NOTICE THAT A REGULAR MEETING OF THE
Board of Directors of Travis County Water Control and Improvement District Point Venture
was held at the WCID Office located at:
18606 Venture Drive, Point Venture, TX 78645
In Travis County, Texas, commencing on September 22, 2018 @ 9:00 a.m.
To consider and act upon any or all of the following:**

MINUTES

- 1. Call to Order.** President Fred Marshall called the meeting to order at 9:00 a.m.
- 2. Roll call of Directors.** Jean Cecala called roll. Present were President Fred Marshall, Vice-President Carolyn Cook, Secretary-Treasurer Brian Probst, Assistant Secretary-Treasurer Barry Pasarew, Assistant Secretary-Treasurer Cindy Clemons, Chief Operations Manager Cristin Cecala, and Technical Manager Richard Welcher.
- 3. Citizen comments:** No citizens comments.
This is an opportunity for citizens to address the Board of Directors concerning an issue of community interest that is not on the agenda. In accordance with the Open Meetings Act, Board of Directors is prohibited from acting on or discussing (other than factual responses to specific questions) any items brought before them that are not on the agenda. There is a three (3) minute time limit on any communication.
- 4. August 02, 2018 Regular Meeting Minutes, August 09, 2018 Regular Meeting Minutes and August 25, 2018 Regular Meeting Minutes.**
Vice-President Carolyn Cook made a motion to approve the August 2, 2018 Regular Meeting Minutes, August 9, 2018 Regular Meeting Minutes and August 25, 2018 Regular Meeting Minutes. Assistant Secretary-Treasurer Cindy Clemons seconded the motion. All approved. Motion carried.
- 5. Water Line Improvements, Pay Estimate #16, Prota Construction Inc & Prota Inc, JV.**
Trihydro engineer, Scott Swiderski, gave the update on water line improvements project. He said Prota is very close to finishing. They are working on miscellaneous projects, adding valves, and removing old fire hydrants. Prota has been working through the punch list including an issue with the repaving of streets. About a dozen areas will need to be saw cut 2 to 3 feet wide, milled, and repaved to smooth out the road surface. Once WCID is satisfied that all work is completed, the retainage will be released. Secretary-Treasurer Brian Probst made a motion to approve Water Line Improvements, Pay Estimate #16, Prota Construction Inc & Prota Inc., JV. for \$6,127.50. Assistant Secretary-Treasurer Barry Pasarew seconded the motion. All approved. Motion carried.
- 6. Water Treatment Plant Expansion, Pay Estimate #13, Keystone Construction.**
Scott Swiderski of Trihydro also addressed the water treatment plant expansion progress. He stated that the new trident plant is expected to be online by October 1, 2018. The media has been installed and initial backwash is complete. Lines are currently being tested. It is estimated that approximately a week will be spent checking the system. It is hoped to have the plant up and running by October 5 as long as everything checks out and it is TCEQ compliant.
A few months ago the Board approved replacing the existing raw water intake line. Chief Operations Manager Cristin Cecala updated the Board on its status. WCID purchased 200 feet of line, because the old line is 196 feet long. There is tension on the line so she wanted the Board's opinion of using part of the existing line to allow slack in the new line. She suggested continuing to use the first 60 feet of the existing line from the shore and attaching it to the new 200 foot line to alleviate stress. This would allow the intake barge to stay away from neighboring docks when lake levels are low. Discussion also included saving another 70 feet of the existing line and putting it in storage for use if necessary. The Board's consensus was to attach the new line to

part of the old line to allow for slack. Secretary-Treasurer Probst then made a motion to approve paying \$231,238.55 for Water Treatment Plant Expansion, Pay Estimate #13, Keystone Construction. Assistant Secretary-Treasurer Barry Pasarew seconded the motion. All approved. Motion carried.

7. Water Treatment Plant Expansion, Change Order #6, Keystone Construction.

Mr. Swiderski again took the lead to explain the change order from Keystone Construction. Credits resulting in \$4,536.00 for not installing the following items were included in this change order: proposed 1 inch raw water sample line, backwash meter vault and 4 inch backwash line and appurtenances, potable water meter vault, drop ceiling in the electrical/control and blower equipment rooms, and electric manhole. However, extra expenditures for the project resulted in an increase of \$23,576.00. These expenditures came from repairing the existing 6 inch Cla-Val flow control valve with a new diaphragm kit and valve position indication, a pilot kit which includes a solenoid for simple SCADA operations, internal check feature, and a 6 inch orifice plate. It also included adding one 8 inch gate valve to the existing 8 inch raw water line leading to the existing plant, relocating existing pre-turbidity meter tap, adding one bleach line to the raw water static mixer, installing a Neutral Conductor from PEC transformer through the proposed docking station, and filling the gap between the roof line and CMU wall that separates the electrical and blower rooms for insulation. The total change order with the credit was for \$19,040. Secretary-Treasurer Probst made a motion to approve Water Treatment Plant Expansion, Change Order #6, Keystone Construction for \$19,040.00. Vice-President Cook seconded the motion. All approved. Motion carried.

8. Temporary Wastewater System Controls.

Scott Swiderski, Trihydro engineer stated that he is finalizing blower requirements. COM Cristin Cecala then updated the Board on some ideas of how to investigate the aerations basin without draining it. She has looked into possibly hiring a "black water" dive team to dive the waste water treatment plant's aeration basin to see how much sludge is in it and check the diffuser to see if it is broken.

Technical Manager Richard Welcher then gave another option of utilizing the wet weather storage tanks WCID already owns. He stated the black water could be transferred to the 2 million gallon tank so everything in the aeration basin could be inspected. Then the black water could be removed and run back through the plant and the tanks cleaned. One concern is that due to all the recent rains there would not be an empty storage tank to allow for this exchange. Also, TCEQ guidelines may not allow for this option. After discussion by the Board, Secretary-Treasurer Brian Probst made a motion to approve hiring a black water dive team for an amount not to exceed \$10,000. Assistant Secretary-Treasurer Clemons seconded the motion. All approved. Motion carried.

9. Disposal of Effluent and Golf Course Irrigation.

Property Owner's Association President Frank Engels began this discussion by explaining that this year the golf course would do the over seeding of fairways to save the District money. Last year the work was contracted out. Justin Orbin, Director of Golf at the Golf Club, had submitted a cost estimate by email of \$17,000 for green and fairway seed, fertilizer, equipment to spread the seed, herbicide and POA labor to apply and maintain overseeding. Mr. Orbin suggested the WCID and POA split the cost of \$8,500 each. Vice-President Carolyn Cook felt the WCID should only have to pay for fairway seed, fertilizer and the spreader at a cost of \$5,900. After much discussion, the Board decided to pay for those three items, and also split the difference of the remaining \$2,600 that Mr. Orbin wished the WCID to absorb. Vice-President Cook made the motion to pay for the spreader, fairway seed, and fertilizer and invest in goodwill between the two entities of an amount not to exceed \$1,300. Assistant Secretary-Treasurer Pasarew seconded the motion. Three voted for. Cindy Clemons voted against. Motion carried.

It was also decided that watering of roughs will begin next week to help bring down storage tank levels.

10. Public Hearing on Tax Rate.

The proposed tax rates were read as follows:

\$0.2655 per \$100 valuation for Maintenance and Operation

\$0.3604 per \$100 valuation for Debt Service

\$0.6259 per \$100 total

The total increase in taxes from 2017 to 2018 is \$.0006 per \$100 valuation. This increase is only \$0.60 on \$100,000 valuation.

11. Order Approving the District's Appraisal Roll and Setting the District's Tax Rate for 2018.

The Board had before them the 2018 Certification of 2018 Appraised Values from Travis Central Appraisal District. The total net taxable value in the District is \$222,256,512. The tax rates are \$0.2655 per \$100 valuation for Maintenance and Operation and \$0.3604 per \$100 valuation for Debt Service for a total of \$0.6259 per \$100 total. Secretary-Treasurer Brian Probst made a motion to approve the Order Approving the District's Appraisal Roll and Setting the District's Tax Rate for 2018 at \$0.6259 per \$100 valuation. Vice-President Cook seconded the motion. All approved. Motion carried.

12. Financials.

Trihydro engineer Scott Swiderski recapped the 2016 bond project to date.

Effluent storage tank – Because of the damage to part of the golf course parking lot due to construction truck traffic, the WCID had a portion of the lot milled and repaved for future truck use. This was a cost to the WCID for \$52,669.00. All that remains to finish is striping the outer edges of the driving lane to get to the wastewater treatment plant and effluent storage.

Approximately \$500 is a pending cost. The total of the project will be approximately \$1.9 million.

Water Treatment Plant Expansion – Approximately \$73,388 is pending for the addition of SCADA programming and equipment, chlorine analyzers, and additional engineering fees. Also, six change orders have been approved by the Board resulting in an additional cost of \$270,385.91. Total for this portion of the bond project is approximately \$3.6 million.

Water System Improvements – Estimated pending costs for additional roadway pavement, five additional fire hydrant replacements and pavement markings is \$250,360.75. Still have to do reconciliations but these are firm numbers. Total cost for this portion of the bond project is approximately \$1.6 million.

The initial bond project cost projection was \$7,375,000. Current cost to date is \$7,820,446.76 for a \$219,421.76 overage.

Board Secretary-Treasurer Brian Probst had only a couple of remarks from the financial reports. He said that at the end of August 2018 the District currently had just over \$700,000 in Maintenance and Operations and just over \$1.6 million in debt services in the bank. He said the District has approximately \$1 million of known outstanding expenses leaving approximately \$1.4 million to reinvest in future projects. He also drew the Board's attention that the District showed just over \$21,000 in profit in the month of August finishing the year to date at approximately \$40,000 in the black. This is over a \$77,000 positive swing from the projected year-to-date budget of -\$37,278.65. He also said that the WCID bookkeeper, Vickie Knight, has left for another job. He felt she was a great asset to the WCID while she worked here. Kevin Brinkman is finishing his last month with the WCID as the Board has decided to use a firm with experience in governmental accounting. The audit firm the Board is now using has provided a list of bookkeepers they have used and been satisfied with in the past. Ms. Knight will continue working after hours during the interim and another bookkeeper is hired. Secretary-Treasurer Probst then made a motion to approve August 2018 Financials. Vice-President Carolyn Cook seconded the motion. All approved. Motion carried.

13. Managers' Report.

a. water flow

- At this time the water plant is treating 227,000 gallons a day with the highest day of 380,000 gallons
- with the ability to treat 500,000 gallons a day

b. sewer flow

- The sewer plant is treating 84,000 gallons a day
- with the ability to treat 100,000 gallons a day.

c. effluent tank

- Effluent tank 1 – 4 feet
- Effluent tank 2 – 28 feet 5 inches
- Total storage is at 1,459,500 gallons

d. pond levels

- Pond level – 5 ft. 6 in.
- Current inflow vs irrigation discharge average is at 59,833 gallons per day.

Chief Operations Manager Cristin Cecala reported that the lift station at Whispering Hollow is needing repairs. Contractors will need to restore the original concrete in the tank. She also let the Board know she and Technical Manager Richard Welcher are working on the water conservation and drought contingency plans which have to be updated every five years. Her report also included that the month of August began with 5 new water and sewer taps on the books. Two more new taps were received during the month. A total of 6 water taps and 5 sewer taps were completed in August. No leaks were reported but the men continue to do grinder pump annual services and troubleshooting. Approximately 515 hours were logged to support Village services in the month of August. She also said she is looking into updating technology for the office and the search for a pumper truck to purchase will begin with the new budget year. She reminded the Board that the wet weather storage tank went up 36 feet in just 17 days due to all the recent rain. The men have put up warning signs about potential mosquito borne viruses that the Village had purchased. Mr. Welcher also stated that a mailbox was damaged during the water line improvement project and Protas was working on repairing it.

Regular session was adjourned at 11:32 a.m. for closed Executive Session.

Regular meeting resumed at 12:09 p.m.

The Board discussed possibly changing the October meeting date to accommodate engineer Scott Swiderski's schedule. Because of other conflicts for Board members, the meeting will stay on its original date – October 20, 2018.

14. Adjourn the meeting.

Secretary-Treasurer Brian Probst made a motion to adjourn the meeting. Carolyn Cook seconded the motion. All approved. Meeting adjourned 12:17 p.m.

This facility is wheelchair accessible and accessible parking spaces are available. The Board of Directors reserves the right to adjourn into closed executive session at any time during the course of this meeting to discuss any of the matters listed above, as authorized by Texas Government Code Sections 551.071 (Consultation with Attorney), 551.074 (Personnel Matters), 551.072 (Deliberations about Real Property). *Travis County WCID Meetings will follow Open Meeting Rules. Be advised that a quorum of the Village of Point Venture Council may be present at these meetings.


Fred Marshall, President, Board of Directors

ATTEST:


Brian Probst, Secretary-Treasurer, Board of Directors

September 22, 2018 Board Meeting Minutes