

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

March 25, 2021

STATE OF TEXAS §

COUNTY OF TRAVIS §

The Board of Directors of the District met by remote access in regular meeting, open to the public, at the WCID Office located at 18606 Venture Drive, Point Venture, Texas 78645, on the 25th day of March 2021 at 3:00 p.m. The meeting was held only by remote access in accordance with the March 16, 2020 order by Governor Abbott temporarily suspending certain requirements of the Texas Open Meetings Act to advance the goal of limiting face-to-face meetings to slow the spread of COVID-19. No persons were at the meeting location; however members of the public had access to the meeting by calling one of the following toll-free numbers: (877) 853-5247 or (888) 788-0999 and entering the following information: Meeting ID: 833 3340 8951 and password: 922308. The public also had digital access to a meeting packet through both email and the District's website.

In attendance were Matthew McPhail of Willatt & Flickinger, PLLC, Scott Swiderski of Trihydro Corporation, Allen Douthitt and Jessica Benson of Bott & Douthitt PLLC, Jess Kennis, Kristi Hester, Ronja Keyes and Jean Cecala of Inframark and residents Roy Ables, Erik Spencer, Mark Villemarette, Zane Cannaday, Kelly Phelps, Frank Kikta and Tony Cernosek.

1. CALL TO ORDER.

Board President Fred Marshall called the meeting to order at 3:02 p.m.

2. ROLL CALL OF DIRECTORS.

Jean Cecala called roll of Directors. The Directors present were Fred Marshall, Chris Lippe, Manuel Macias, Barry Pasarew and Annette Kikta thus constituting a quorum.

3. RECOGNITION OF FORMER DIRECTOR BRIAN PROBST FOR HIS SERVICE ON THE BOARD OF DIRECTORS.

Recognition was postponed as the honoree was unable to attend.

4. PUBLIC COMMENTS.

Mark Villemarette thanked everyone for working together during the recent winter storms. Mr. Villemarette voiced his concern of the recent rate increase; possible customer water meters which are not working properly and reading low or no water use, then offered his assistance as a volunteer to help gather data to aid the District.

Zane Cannaday requested the District post the revenue comparison from February 2020 and February 2021 due to the recent rate increase.

Erik Spencer introduced himself to the Board as a new resident. Mr. Spencer offered his services as a volunteer to look at engineering projects that are coming up.

5. FEBRUARY 25, 2021 REGULAR MEETING MINUTES.

The proposed minutes of the February 25, 2021 regular meeting were presented for approval. Director Barry Pasarew made a motion to approve the minutes as presented. The motion was seconded by Director Anne Kikta. Motion unanimously approved.

6. ENGINEER'S REPORT – TRIHYDRO CORPORATION.

Mr. Scott Swiderski, engineer for Trihydro Corporation, gave the engineer's report. Trihydro and Inframark met at the water treatment plant ("WTP") facility on March 11 to review plant systems with the new operators. Discussions regarding the existing facility and desired improvements for more automated operation occurred. Specific conversations revolved around automating the sand filter backwashing process, managing backwash flows and improving plant SCADA.

Mr. Swiderski said several arborists were contacted by Trihydro to give an opinion of irrigation in the roughs at the golf course. Trihydro is waiting for a response.

Trihydro met with Inframark to review the lack of pressure noted at a homes on Venture Drive. Upon arriving at the location, Trihydro and Inframark tried to isolate the upper pressure and lower pressure planes to reallocate the water line system for these affected homes. Unfortunately, an unknown issue prevented the rerouting of pressure planes. An underground investigation of the buried water lines will need to take place before the water pressure issue can be resolved.

Finally, zebra mussel mitigation system design continues to progress. Currently Trihydro is analyzing the treatment chemicals and yearly maintenance costs associated with them. Thirty percent drawing should be available soon for review and discussion with Inframark and the design subcommittee.

Director Manuel Macias made a motion to approve the engineer's report. The motion was seconded by Director Chris Lippe. Motion unanimously approved.

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

Mr. Swiderski then presented the engineering proposal for improvements at all three lift stations in the District. He gave a brief description of the scope of work and the estimated cost for the engineering. A not to exceed estimate was \$102,761. Director Macias made a motion to accept the professional engineering service agreement for lift station rehabilitation as presented. Director Kikta seconded the motion. Motion unanimously approved.

Mr. Swiderski then introduced the new monthly status report for the bond program. Since this is the first month of the report it was a general layout of what the Directors may expect in the course of the bond program. During the past month, Trihydro focused on detailing the basin locations and comparing the sizing requirements with calculation conditions. Additionally, preliminary work on the 30 percent drawings started.

Director Macias expressed his appreciation of the document and how Trihydro plans to keep the Director's updated with progress of the projects.

8. BOOKKEEPER'S REPORT ON THE FINANCIAL AFFAIRS OF THE DISTRICT, INCLUDING AUTHORIZATION OF PAYMENT OF BILLS – BOTT AND DOUTHITT, PLLC.

Mr. Allen Douthitt of Bott and Douthitt, PLLC, gave the financial report for the District. Currently bills are all being paid through the bookkeeper's account due to COVID-19 virus orders from the Governor. Mr. Douthitt briefly went over invoices paid by the District in February 2021 and presented the January 2021 financials. In the budgetary comparison schedule, Mr. Douthitt pointed out that in January the District was up by just over \$7,000 and up approximately \$66,700 for the year-to-date. He attributed the larger number to multiple taps that were paid for new townhomes.

Director Macias made a motion to approve the financial report, payment of the monthly bills and authorize fund transfers as recommended by Mr. Douthitt. It was seconded by Director Pasarew. Motion unanimously approved.

9. REIMBURSE OWNER DEPOSITS HELD ON RENTAL PROPERTY ACCOUNTS.

Mrs. Jean Cecala of Inframark explained to the Directors that a solution has been found in the new billing system to maintain owner's information and deposits on file for rental properties in the District. The deposits were corrected in the system and the District will not need to reimburse owners their deposits at this time.

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

No action was taken on this item.

11. ADVERTISEMENT FOR BIDS AND APPROVAL, AWARD, RECOMMENDATION AND ADMINISTRATION OF CONSTRUCTION CONTRACTS.

No action was taken on this item.

12. OPERATIONS AND MAINTENANCE REPORT - INFRAMARK.

Mr. Jess Kennis gave the operations and maintenance report for Inframark. Mr. Kennis went through a revised executive summary report. Mr. Kennis said that winter storm related repairs are complete. The TCEQ public notification is ready and will be included with the March water bills to all customers. Mr. Kennis also discussed the pressure issues at Venture and Demarett Drives and the need to excavate or "pot hole" to locate mains. The water line may be under a concrete driveway.

Mr. Kennis recommended delaying purchase of the NTU meters at the water plant until a decision is made on water plant expansion or rehabilitation. The SCADA compatible radios for the elevated storage tank ("EST") pump controller are scheduled to be installed at the end of March. Also, the asset inventory teams from Houston should be in the District mid-April. The estimated cost for these services is between \$10,000 and \$12,000. A planned water outage will take place for repairs of a fire hydrant on Deckhouse in the next few weeks.

He briefly explained the cost of the bid to clean both ponds at the wastewater treatment plant ("WWTP"). The first bid came in at \$137,885. Conversion of the re-chlorination station is completed as well as the new fence around the POA life station. "Operation Clean Sweep" continues with the focus this month at the WTP. Finally, taps are installed; however several repairs are necessary at each one to make them functional.

Director Kikta made the motion to accept the operations and maintenance report. Director Lippe seconded the motion which was unanimously approved.

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

There were no items to discuss.

14. COMMUNICATION OF MAINTENANCE PROJECTS AND CAPITAL PROJECTS WITHIN THE DISTRICT.

Director Kikta asked the Board to consider listing the bond and maintenance projects and the progress of each on the District's website. This would allow residents to see all the projects in the District and to better understand why extra funds are needed to accomplish these projects. Director Macias added his support to the idea believing that the more information published the better. President Marshall asked Director Kikta to coordinate with Jean Cecala and Kristi Hester to get these lists published in the near future.

Director Macias made a motion to add the maintenance projects and capital projects on the District's website. The motion was seconded by Director Kikta and unanimously approved.

15. REPAIR AND MAINTENANCE TO DISTRICT PONDS.

The proposal from Wastewater Transport Services ("WWTs") was presented with the manager's report of a cost of \$137,885. President Marshall started the discussion with his concern that WWTs estimate is not the only expense the District will incur during the cleaning of the District's ponds. Inframark personnel will be on site during the cleaning so a cost will be associated for their time. President Marshall also said that there may be additional costs if a tear is discovered in the liner or if damage is incurred in the process. This price is substantially more than ever discussed in the past. President Marshall said that there is good news - the sludge level in the pit pump adjacent to the pond is one inch or less.

Director Lippe stated he would like to better understand what and how much of a problem this is before considering such a major project. Director Kikta added that there are many more pressing maintenance issues and bond projects and doesn't believe the District should spend the money on cleaning the ponds at this time. Director Kikta agreed that she would also like more data. The Board agreed that no action would be taken at this time.

16. DISPOSAL OF EFFLUENT AND GOLF COURSE IRRIGATION.

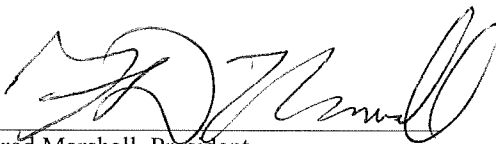
President Marshall reported that all irrigation hoses are now under the cart paths. The project was facilitated by Bill Cecala who acquired and worked with a subcontractor. Mr. Cecala then secured everything and restored the area to near normal. President Marshall expressed his hope that this will help protect the District's irrigation hoses.

Eric Spencer appreciated the hoses being buried and not having to drive over the ramps. Mr. Spencer said his concern was why so much irrigation is going into the roughs. President Marshall said that during the winter the golf course uses less water so watering the roughs is the only other option at this time to dispose of the effluent water.

Director Lippe said it was worth noting that one of the bond projects includes an expansion of the ability to remove more effluent through drip irrigation. Director Kikta added that this is the only option the District has since the golf course does not water as it should. President Marshall stated that in the winter months the District tries to keep the wet weather storage tanks low since unknown rain events could occur. Director Pasarew noted that he has not been receiving weekly reports of the tank levels. Ms. Kristi Hester of Inframark said that if the Board would like these weekly reports they would be generated and sent out again.

17. ADJOURN THE MEETING.

Motion was made by Director Pasarew to adjourn the meeting. The motion was seconded by Director Kikta. The motion carried unanimously. Meeting adjourned at 4:05 p.m.



Fred Marshall, President
Travis County WCID – Point Venture

ATTEST:



Manuel Macias, Secretary
Travis County WCID – Point Venture

(SEAL)