

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

February 24, 2022

STATE OF TEXAS §

COUNTY OF TRAVIS §

The Board of Directors of the District met in regular meeting, open to the public, at the Venture Room located at 555 Venture Blvd. S., Point Venture, Texas 78645, on the 24th day of February, 2022 at 3:00 p.m. with the Directors present being Fred Marshall, Chris Lippe, Manuel Macias and Barry Pasarew.

Others in attendance were Allen Douthitt of Bott and Douthitt, PLLC, David Vargas and Steven Young of Trihydro Corporation, Kay Olsen, Clayton Chapel and Jean Cecala of Inframark and Point Venture residents Steve Tabaska and Roy Ables.

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. Present were President Fred Marshall, Vice-President Chris Lippe, Secretary Manuel Macias and Assistant Secretary Barry Pasarew thus constituting a quorum. Director Anne Kikta was absent.

3. PUBLIC COMMENTS.

There were no public comments.

4. JANUARY 27, 2022 REGULAR MEETING MINUTES.

The proposed minutes of the January 27, 2022 regular meeting were presented for approval. Director Manuel Macias made a motion to approve the minutes as presented. The motion was seconded by Director Chris Lippe. Motion unanimously approved.

5. ACCOUNTANT'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 paid through the bookkeeper's account. Mr. Douthitt briefly went over invoices paid by the District in January 2022 and presented the December 2021 financials.

Mr. Douthitt remarked that from cost savings and revenue the District was on the plus side in December. Mr. Douthitt reported that he and the finance sub-committee have plans to meet next week to discuss the rate order.

The Board had no questions. Mr. Douthitt then asked for approval of payments of monthly bills as well as authorization to transfer funds as noted on the report and ratify the payment of the annual bond payment. Director Macias made a motion to approve the financial report, payment of the monthly bills and ratify

payment of the annual bond payment as well as authorize fund transfers as recommended by Mr. Douthitt. It was seconded by Director Lippe. Motion unanimously approved.

6. ENGINEER'S REPORT – TRIHYDRO CORPORATION.

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

Mr. Vargas reported that Trihydro is working on developing a scope for the proposed generator for the water plant. Once the scope is developed, task order will be furnished for Board approval. President Marshall asked for a proposed timeline and Mr. Vargas said the preliminary work should be ready to be presented to the Board at the March meeting.

Trihydro continued working with Inframark on addressing residential pressure issues off Venture Drive. Trihydro reviewed and confirmed existence of public utility easements to allow for Inframark to install water service lines to connect two lots off of Venture Drive to the upper pressure waterline on Staghorn.

Trihydro continued working with Clayton Chapel on the pressure sewer blockage on Lakepoint Circle.

Trihydro developed a Preliminary Effluent Report outlining existing effluent storage capacities, deficiencies in capacity, the Texas Commission of Environmental Quality (TCEQ) requirements for pond improvements, associated costs, and discussion topics. The preliminary report was discussed during a recent design committee meeting. Trihydro is awaiting memorandum from Inframark regarding Aquatic Feature's recommendations on pond improvements. Trihydro will update its report after receiving the memorandum and will furnish for discussion and approval from Board at a future Board meeting.

Trihydro also held a pre-construction meeting concerning the Zebra Mussel Mitigation Project with PrimeSpec, Inframark, and the District on January 31, 2022. Trihydro issued a notice to proceed to PrimeSpec. Contract start time is Monday, March 7, 2022 with substantial completion date scheduled for July 5 and final completion date on August 4.

Finally, Mr. Vargas said Trihydro collaborated with Inframark and the District on drafting and assembling the Emergency Preparedness Plan (EPP). Once outstanding information is received, Trihydro will finalize the EPP prior to submitting to TCEQ and PUC prior to the March 1, 2022 deadline.

Directors had no questions. Director Lippe made a motion to accept the engineer's report. The motion was seconded by Director Pasarew and motion was unanimously approved.

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

Mr. Vargas updated the Directors on the bond related projects and contracts. The new Wastewater Treatment Plant ("WWTP") is at 70 percent completion for drawings and project manual documents. Progress was made on decisions for the blower room renovation, new dome covers on the tanks and a new CMU building to house the chemical feed system. Mr. Vargas said Trihydro is still on target to begin the bid process in June.

Lift Station Rehabilitation project drawings are at 90 percent completion. Trihydro surveyed existing manholes and quantified which need to be replaced or rehabilitated. Trihydro coordinated with JRSA, Trihydro's electrical subcontractor, to begin electrical and controls design. Trihydro also worked with Willatt and Flickinger on finalizing proposed access agreement for POA lift station site. New fences will be built around each lift station. Mr. Vargas asked if someone on the Board would be willing to speak to the

homeowner about the proposed fence to be installed near Mariners Lift Station

Water System Analysis project engineering has just begun. Trihydro received the remaining water survey information from Inframark. The GIS project team updated the water system map and exhibits. This document is currently going through internal QA/QC.

Mr. Vargas concluded that other projects will be developed in various stages. Mr. Vargas answered questions from the Board. Director Lippe made the motion to accept the bond projects report. The motion was seconded by Director Pasarew. Motion unanimously approved.

8. WATER SYSTEM ANALYSIS – AMENDMENT NO. 1

Mr. Vargas presented the water system analysis amendment no. 1 from Trihydro to the Board. The only change would be an extension of the completion date back a year to February 28, 2023.

Motion was made by Director Lippe to approve Water System Analysis Amendment No. 1. The second was made by Director Macias. Motion unanimously approved.

9. EMERGENCY PREPAREDNESS PLAN.

Mr. Vargas of Trihydro reported that the confidential Emergency Preparedness Plan is almost complete and would be ready for submission by the March 1, 2022 deadline. Director Macias made the motion to approve the proposed Emergency Preparedness Plan. Director Pasarew seconded the motion. Motion unanimously approved.

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.

Ms. Kay Olsen of Inframark gave the operations and maintenance report.

Surface water treatment plants (“WTP”) – A 98 percent accountability was reported for January for the water system. TraCntrol was recently at the water plants working on the SCADA issues. TraCntrol personnel found the problem almost immediately and made adjustments. TraCntrol reported that the SCADA software is out of date and will be making recommendations for improvements to the system.

Distribution system – Inframark is researching repairs on the ground storage tank from the inside. President Marshall believes because of the tanks age working from the inside could cause more damage. Mr. Steve Young of Trihydro commented that perhaps a diver would be better suited to make repairs from the inside. Trihydro has used Chapman Marine in the past. Ms. Olsen said she would look into that option. Inframark has been researching low cost solutions for low pressure issues to two homes on Venture Drive. Final analysis is that trenching in the easement from Staghorn to the homes on Venture is the best, most affordable way to alleviate the problem.

Work orders have been created to repair or replace two non-functioning water valves found during the recent water valve survey by Inframark. One additional location was found to have no valve. Inframark will research to see if a valve needs to be added there or not.

Wastewater Treatment Plant (“WWTP”) / Collection System – The frac tank which was used during the recent sewage blockage near Lakeland Drive should be removed on March 1. Inframark still plans to do dye tests to try to locate which home grinder systems could be contributing to the repeated backups.

Aquatic Features recommended treating only problem areas affected by the Bryozoan that recently invaded the wastewater plant pond. Aquatic Features recommends chemigation and manual cleaning of irrigation spray heads.

During the February 2-5 freeze event, Inframark had Clayton Chapel stay in the District to be available in case of any emergency due to the weather conditions. Clayton was able to interact with customers and check on District facilities during this time. Only a couple of leaks were discovered during the freeze and were quickly repaired.

Ms. Olsen also discussed the Assets Management report. Ms. Olsen answered questions from the Directors about the report and costs associated with it. Additionally, Inframark has operators watching for possible suspicious activities on SCADA systems. Inframark will update the Fire Emergency SOP for the District after pressure testing is complete.

Ms. Olsen answered questions from the Directors. Director Lippe made a motion to accept the operations and maintenance report. The second was made by Director Macias and unanimously approved.

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

Director Macias made the motion to approve expenses for \$1,704.00 to TraCntrl and \$5,600.00 to GP Equipment as presented by Inframark. Director Lippe seconded the motion and the motion was unanimously approved.

14. ACCESS EASEMENT FROM POA FOR DISTRICT ACCESS TO BOAT STORAGE LIFT STATION.

President Marshall reported that the District’s attorneys at Willatt and Flickinger have asked for approval of the access easement and license agreement (Item 15 below) between the District and Property Owners’ Association (POA). The POA’s attorney was scheduled to give input for the documents the following day, February 25.

Director Macias made a motion to approve both the access easement and license agreement between the POA and District for the Boat Storage Lift Station and give authority to the Board President to approve any minor changes requested by the POA. If any changes requested by the POA are significant or objectionable, then the Board President has the option of bringing those changes back to the Board at next month’s meeting. The motion was seconded by Director Pasarew. Motion unanimously approved.

15. LICENSE AGREEMENT WITH POA FOR USE OF DISTRICT OWNED PROPERTY AS BOAT STORAGE AT BOAT STORAGE LIFT STATION SITE.

See above information and motion.

16. RATE ORDER.

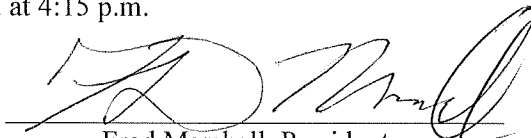
President Marshall said the finance committee will meet with Mr. Allen Douthitt of Bott & Douthitt next week to go over the rate order and discuss future rates.

17. DISPOSAL OF EFFLUENT AND GOLF COURSE IRRIGATION.

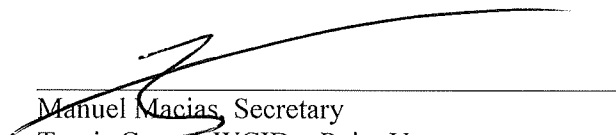
President Marshall said that approximately 20-25 irrigation sprinkler heads have been cleaned to date due to the recent growth on the effluent pond. The District's wet weather storage is holding steady at approximately 1.5 million gallons in storage.

18. ADJOURN THE MEETING.

Motion was made by Director Macias to adjourn the meeting. The motion was seconded by Director Pasarew. The motion carried unanimously. Meeting adjourned at 4:15 p.m.


Fred Marshall, President
Travis County WCID – Point Venture

ATTEST:


Manuel Macias, Secretary
Travis County WCID – Point Venture

(SEAL)