

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

February 23, 2023

STATE OF TEXAS                   §

COUNTY OF TRAVIS               §

The Board of Directors of the District met in regular meeting, open to the public, at the WCID offices located at 18606 Venture Drive, Point Venture, Texas 78645, on the 23rd day of February 2023, at 3:00 p.m. with the Directors present being Steve Tabaska, Anne Kikta, Manuel Macias, Mark Villemarette and Curtis Webber.

Others in attendance were Allen Douthitt of Bott and Douthitt, PLLC, David Vargas, David Rabago and Steven Young of Trihydro Corporation and Dodie Erickson and Jean Cecala of Inframark. Residents in attendance were Ronnie and Stephanie Parsons, Doug Jaworski, Patty and Gary Gates and John Lundin.

1. CALL TO ORDER.

Board President Steve Tabaska called the meeting to order at 3:01 p.m.

2. ROLL CALL OF DIRECTORS.

Jean Cecala called roll of Directors. Present were President Steve Tabaska, Vice-President Anne Kikta, Secretary Manuel Macias, Assistant Secretary Mark Villemarette and Assistant Secretary Curt Webber thus constituting a quorum.

3. PLEDGE OF ALLEGIANCE.

President Tabaska led the Pledge of Allegiance.

4. PUBLIC COMMENTS.

Residents Ronnie and Stephanie Parsons first thanked Jean Cecala and Dodie Erickson for listening to their concerns during their recent sewer system backups. Mr. Parsons asked how new construction was supervised to alleviate potential debris from entering the District's system. Mr. Parsons also asked if the District can utilize the IRIS alerts when lots of people are experiencing the same problem.

Mr. Gary Gates then addressed the Board regarding the same sewer blockage issue. Mr. Gates told the Board this issue has been going on for months and wished to make the Board aware that this is a long-term problem.

5. JANUARY 26, 2023 REGULAR MEETING MINUTES.

The proposed minutes of the January 26, 2023, regular meeting were presented for approval. Director Manuel Macias made a motion to approve the minutes as presented. The motion was seconded by Director Mark Villemarette. 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 January 2023 and presented the December 2022 financials.

Included in his report, Mr. Douthitt told the Directors that in March the District would make its last payment on customer meters. Additionally, he told the Board approximately 90 percent of taxes have been collected as of January 30, 2023. The Central Bank lock box account has not been set up yet, but should be in the near future.

Director Anne Kikta then made the motion for approval of payments of monthly bills, as well as authorization to transfer funds as noted on the report. It was seconded by Director Villemarette. Director Manuel Macias asked for the motion to be amended to include payment for professional services. The motion was amended to include that wording. Director Macias seconded the amended motion. Motion unanimously approved.

7. ENGINEER'S REPORT – TRIHYDRO CORPORATION.

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

Water System –

Surface Water Treatment Plant – No current engineering issues to report.

Distribution and Storage – At the February 16, 2023, Design and Engineering Committee meeting, Trihydro discussed the installation of a new flow meter at the elevated tank with Inframark personnel. Trihydro mentioned that a 6" Sensus flow meter exists and recommended rehabilitating the existing flow meter instead of installing a new meter, which would have included a new vault, piping modifications, and trenching.

Wastewater System –

Wastewater Treatment Plant (WWTP) – Trihydro asked Inframark to retain the existing three-inch and eight-inch HDPE lines left when the temporary EQ basin was removed. These lines can then be used by the contractor for the new Wastewater Treatment Plant (WWTP) for temporary bypass piping.

Collection – At the February 16 Design and Engineering Committee meeting, Trihydro provided the committee a copy of a contour map to use as reference to determine elevation points along the sewer line alignment in the area where recent blockages had occurred.

Reclaimed Water System –

Storage - No current engineering issues to report.

Irrigation – No current engineering issues to report.

Other –

Water Treatment Plant (WTP) Generator Project – No new updates.

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

Board President Steve Tabaska announced that the Board of Directors will now go into closed session for consultation with the District's attorney pursuant to Sections 551.071 of the Texas Government Code regarding matters related to Agenda Item No. 8. The Board went into closed session at 3:33 p.m.

1. Executive Sessions

a. Consultation with Attorney 551.071

At 3:53 p.m., Board President Tabaska announced that the Board of Directors have concluded its closed session and is returning to open meeting, and that no action was taken during the closed session.

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

- a. Water system analysis – Amendment No. 2. – Trihydro requested an extension to the completion date for this project to August 31, 2023. Director Kikta made a motion to accept the Water System Analysis Amendment No. 2. The motion was seconded by Director Villemarette. Motion unanimously approved.

David Rabago of Trihydro then addressed the Board. A draft copy of a memorandum related to a proposed change order for increasing the contract budget for the new WWTP had been sent earlier by email to the Directors. Trihydro presented several reasons for the proposed increase to the contract budget for Trihydro's services. The increase was approximately

\$125,000 from the current contract budget. President Tabaska said he would form a one-time committee of Directors Kikta and Macias to review the proposed contract amendment and work with Trihydro. The committee will then make a recommendation to the Board.

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. The bidding schedule was again revised due to the recent ice storm causing an approximate one-week delay. Mr. Vargas stated that a possible special Board meeting may need to be called for bid acceptance. Director Villemarette asked Mr. Vargas when the Design and Engineering Committee can expect a 100 percent completed design package for its final review.

- b. Low pressure plane water tank replacement.  
Discussed during Mr. Vargas' bond report update.
- c. Backwash tank replacement.  
President Tabaska asked if the District needs to pursue replacing the backwash tanks. He tasked Inframark with getting turnkey quotes to include a proper foundation. Director Kikta said a written scope of this project is needed. Steven Young of Trihydro reminded the Board that a new tank and accompanying parts need to be approved by the Texas Commission of Environmental Quality (TCEQ).
- d. Trac-N-Trol SCADA agreement.  
Director Kikta believes it is time to have the District's attorney review the agreement. The engineering committee will manage this.
- e. Golf course irrigation design.  
President Tabaska would like to include the Property Owner's Association (POA) personnel and Board president in the designing of the golf course drip irrigation system.
- f. Construction management oversight of WWTP.  
President Tabaska asked Trihydro to present a proposal for managing the oversight of the new WWTP. Mr. Vargas said Trihydro is currently working on options for full or part-time management. President Tabaska tasked Trihydro with providing a written proposal at the March 2023 Board meeting. Mr. Young said Trihydro would bring the scope to the next Design and Engineering Committee meeting.

Future bond projects – All other future bond projects have been reprioritized by the Board and work will be dependent on bids for the WWTP. The Preliminary Engineering Report (PER), as part of the Water System Analysis project, will provide recommendations for water system improvements such as replacing the Augusta standpipe, renovating the Augusta elevated storage tank (EST), and rehabilitating the Augusta pump station to meet regulatory requirements. Final scope and funding will be dependent upon final project costs of the WWTP and Water System Improvements. All other future bond projects also depend upon the same final project costs.

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

#### 9. OPERATIONS AND MAINTENANCE REPORT – INFRAMARK.

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

Ms. Erickson first discussed the previous action items from the January Board meeting. The emergency generator was picked up from the Water Treatment Plant (WTP) on January 31, 2023. Inframark received two quotes for a new Jon boat requested at the January meeting. A flow meter at the Elevated Storage Tank (EST) was installed on February 20. Inframark is coordinating with Macaulay and TracNTrol regarding zebra mussel chemical feed on the SCADA system. Two sections of sewer manholes were televised in February due to sewer backups. No defects were found in the lines. A frac tank was delivered February 18 and set up on Lakeland Drive to reroute waste if necessary. Currently the waste is going through the main lines. The Board asked to leave the frac tank there for a little while longer to be sure the blockage has been removed. A majority of the Board wished to test the system over the coming weekend. Capping the three old flushing stations is currently on hold as one is being used at the temporary frac tank on Lakeland Drive.

New item updates:

Customer grinder stations inspections have resumed and will continue for several months until all have been inspected for possible inflow and infiltration during rain events. Blower #2 was installed at the WWTP. The two old blowers were dropped off with ACFM for diagnosis. Inframark employees reported foam on the oil. The Board requested the oil be drained and new oil added to the blower. Ten customer meters were sent to Fluid Meters for bench testing to determine accuracy. The results are scheduled next week. The waste valve at Plant "A" at the WTP is ordered and should arrive February 27.

Ms. Erickson asked the Board for approval to purchase a Jon boat for the WWTP pond.

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

10. EXPENDITURES, CONTRACTS, REPAIRS, REPLACEMENTS AND MAINTENANCE TO OPERATIONS AND MAINTENANCE REPORT IN ITEM 9 ABOVE.

Director Webber made a motion to approve the quote from Inframark to purchase a Jon boat and paddle for use at the WWTP pond not to exceed \$800. The second was made by Director Kikta. Motion unanimously approved.

11. OPTIONS FOR RELOCATION OF BOAT/TRAILERS FOR STAGING AREA.


Director Webber led the discussion. He stated two options were being considered for relocating the boats and trailers that are currently stored in the POA storage area near the Caddyshack. The POA has offered to let the District use that area if a satisfactory arrangement can be made to house the boats and trailers during construction. The first option is to build a fence on a portion of the POA parking lot near the corner of Venture Blvd. South and Lakepoint Cove. The second option would be to build the fence on two lots owned by the WCID. The lots would need to be surveyed and cleared. He received two quotes for each option. The POA fence option was quoted at approximately \$35,000. The second option to clear the lots and build the fence on WCID property was approximately \$60,000. The Board discussed what process is required for each. President Tabaska said he would go back to the POA with the information. No action was taken.

12. UNDERWATER MOORING SYSTEM WORK AND CLEANING OF WATER INTAKE BARGE BY CHAPMAN MARINE.

Director Villemarette went over the quote from Chapman Marine for underwater mooring system work and cleaning of the water intake barge for \$7,766. Motion to approve the underwater mooring system work and cleaning of the water intake barge by Chapman Marine was made by Director Villemarette. The motion was seconded by Director Kikta and unanimously approved.

13. ADJOURN THE MEETING.

Meeting was adjourned at 6:10 p.m.

  
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Steve Tabaska, President  
Travis County WCID – Point Venture

ATTEST:

  
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Manuel Macias, Secretary  
Travis County WCID – Point Venture

(SEAL)