

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

January 26, 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 26th day of January 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 and Steven Young of Trihydro Corporation and Dodie Erickson and Jean Cecala of Inframark. Residents in attendance were Roy Ables, Jim Bornhorst, Kevin Cook and Tom Carey.

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 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.

Tom Carey asked the Board to consider a WCID property tax exemption for landowners over 65 years old.

Jim Bornhorst addressed the Board about sewer problems at his home on Lakeland Drive due to a blockage in District main lines. He wished to know if there is a solution to this ongoing problem.

5. DECEMBER 15, 2022 REGULAR MEETING MINUTES AND JANUARY 5, 2023 SPECIAL MEETING MINUTES.

The proposed minutes of the December 15, 2022, regular meeting and the January 5, 2023, special meeting were presented for approval. Director Mark Villemarette made a motion to approve the minutes as presented. The motion was seconded by Director Anne Kikta. Motion unanimously approved.

6. ANNUAL AUDIT REPORT BY MAXWELL, LOCKE AND RITTER.

Mr. Jimmy Romell from Maxwell, Locke and Ritter presented the audit report to the Board. Mr. Romell gave each Board member a copy of the audit and the opinion letter which accompanies the annual audit report. Mr. Romell said the auditing standards had changed a little for 2022. He pointed out pages of the most interest and asked the Board if they had questions. No questions were given. Director Kikta made a motion to approve the 2022 audit. Director Manuel Macias seconded the motion which was unanimously approved.

7. CONTESTED CHARGES ON REPAIR COST FROM COMMERCIAL PROPERTY DAMAGES TO SEWER LINE.

The charges contested by the builder were waived retroactively by Inframark. This will result in a credit for that amount being issued to the District by Inframark.

8. 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 December 2022 and presented the November 2022 financials. Mr. Douthitt said that water sales in November were a little higher than usual. The last payment for the zebra mussel mitigation project has been made. Additionally, time-sensitive payments were a little more than usual and the finance committee approved additional money moved to the bookkeeper's account. Director Villemarette asked why customers are receiving refunds. Mr. Douthitt explained that customers who close out their account and have deposit money owed are refunded the balance. Mr. Douthitt said that the lockbox account has not yet been set up. The Board will begin seeing this account on the monthly accounting reports once it is opened.

The Board had no further questions. Director Macias 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 Kikta. Motion unanimously approved.

9. ENGINEER'S REPORT – TRIHYDRO CORPORATION.

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

Water System –

Surface Water Treatment Plant – Trihydro met with the engineer/design committee on January 5. The committee discussed what would be required to bring Plant "A", the District's conventional plant, back online. Inframark will verify the condition of the media filters and if pumps in the concrete backwash holding basin are operational.

Distribution and Storage – Trihydro provided Inframark a copy of the steel spheroid elevated storage tank (EST) submittal drawings and pipe layout sheet from the 1999 WTP record drawings on January 13.

Wastewater System –

Wastewater Treatment Plant (WWTP) –

On January 5, at the engineer/design committee meeting, Trihydro explained that the direct discharge to the effluent storage ponds would not be an option once construction on the new wastewater treatment plant (WWTP) starts.

Collection – no current engineering issues to report.

Reclaimed Water System –

Storage - No current engineering issues to report.

Irrigation – No current engineering issues to report.

Other –

Zebra Mussel Mitigation Project – Trihydro was working with PrimeSpec to obtain an electronic copy of the chemical feed O&M.

Water Treatment Plant (WTP) Generator Project – T. Morales, contractor for the generator project, informed Trihydro on January 9 that the tentative shipping date is late June 2023 for the generator to be on site.

Emergency Preparedness Plan (EPP) – Trihydro provided TCEQ a copy of Inframark's generator lease agreement as part of TCEQ's review comments from December 21.

President Steve Tabaska had contacted TCEQ about a recent recommendation from them to put an exterior coating on the District's standpipe. Mr. Tabaska let TCEQ know that the standpipe is planned to be replaced within the next two years. TCEQ was agreeable that the standpipe will not need the exterior coating since it is slated for replacement.

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

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

a. WWTP EXPANSION CONTRACT – WORK CHANGE ORDER NO. 3.

Mr. David Vargas presented work change order number 3 for the WWTP expansion contract. He asked for approval of the change order due to recent addition by the Board of a SCADA system to the original scope of work for the WWTP. Director Kikta made the motion to approve the change order as presented. The second was made by Director Villemarette. Motion unanimously approved.

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.

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 ground storage tank (GST) rehabilitation or replacement is part of the Water System Analysis project. The Preliminary Engineering Report (PER) will provide recommendations for improvements, rehabilitation and possible replacement of the GST as well as renovation of the elevated storage tank (EST) and upgrades to the transfer 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.

11. 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 December Board meeting. Inframark completed the repairs to the lid of the POA lift station on January 13. The cla-val on the barge was repaired on January 5. The drain lines for zebra mussel chemicals were drained and winterized on December 21. The UPS system has been connected to SCADA and the EQ basin was cleaned out and ready for transport on December 22.

Additionally, Inframark provided a written quote from Texas Aqua Store Tanks for replacement of the backwash tanks at the WTP. Inframark is working on securing the correct plans in order to provide the information to add a flowmeter at the EST. Also, once the digital copy for the zebra mussel chemical feed O&M is received it will be added to SCADA.

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.

A temporary generator was delivered to the District prior to the December 23 freeze. The Board requested the generator be returned as soon as possible to avoid further charges. Quotes from Inframark and CB Solutions for weekly and monthly rentals of temporary generators during emergency events were explained. Fire extinguishers through the District were serviced on December 22. A fire hydrant on Peckham needs to be relocated. The current hydrant was purchased by the homeowner several years ago. The homeowner has offered to sell the hydrant to the District. Inframark provided a quote for relocating the hydrant across the street from its present location. The need for a Jon boat at the WWTP to use in the pond for repairs was discussed. The Board requested a quote from Inframark.

Inframark plans to televise sewer lines on Lakepoint Circle to try to locate the source of recent blockages in the line. The Board had requested Inframark to give a quote for removing three abandoned flushing stations. Ms. Erickson gave the proposal to the Board. After some discussion, the Board decided to leave the flushing stations where they are and cap all lines and secure openings.

Ms. Erickson brought several items to the Board for approval including the quotes for temporary generator rental during emergency events. The quote from Texas Aqua Store Tanks for new backwash tanks and the quote for removing the three flushing stations by Inframark were also presented. The Board did not approve these quotes.

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

12. EXPENDITURES, CONTRACTS, REPAIRS, REPLACEMENTS AND MAINTENANCE TO OPERATIONS AND MAINTENANCE REPORT IN ITEM 11 ABOVE.

Director Kikta made a motion to approve the quote from Inframark to relocate a fire hydrant on Peckham Drive and for Director Curt Webber to negotiate the purchase of the current hydrant with the homeowner with total cost for the project not to exceed \$11,872.76. The second was made by Director Macias. Motion unanimously approved.

13. TOWNHOME UNINSULATED PIPES.

The Board discussed sending a letter to the Townhouse Association President asking townhouse owners to insulate their exposed water pipes. After a lengthy discussion, the Board decided to take no action.

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

The Directors discussed several options for boat and trailer storage during the construction of the WWTP. The POA will allow the District to use its current boat/trailer storage area near the WWTP for staging if the District can find a secure option for storage of these vehicles. Director Webber volunteered to research the cost of clearing and fencing two District lots to be used for just such a purpose. The Board took no action.

15. RATE ORDER.

President Tabaska led the discussion. He and Director Macias, the finance committee, met with Allen Douthitt, accountant for the District, to explore options for rate increases. Mr. Douthitt said the revenue generated for wastewater is falling short of expenses for operations and maintenance. President Tabaska proposed an increase in the base fee for all customers.

President Tabaska said that the District is losing money each time a customer asks for reconnection of services after regular business hours. The District currently charges only \$100 for the service. President Tabaska emphasized the need for Inframark to have a procedure in place to inform customers who ask for reconnection after regular hours of their options. Additionally, President Tabaska believed a reduced rate for reconnections during a Board declared emergency event needs to be added to the rate order.

After discussion, Director Macias made a motion to increase the base rate for wastewater from \$27 per connection to \$32 per connection, increase the after-hours reconnection rate from \$100 to \$300, and a fee of \$50 for reconnection of services when the Board declares an emergency. The new rate will be effective March 1, 2023. Director Kikta seconded the motion. The motion was unanimously approved.

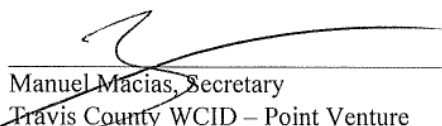
16. ADJOURN THE MEETING.

Meeting was adjourned at 6:06 p.m.



Steve Tabaska, President
Travis County WCID – Point Venture

ATTEST:



Manuel Macias, Secretary
Travis County WCID – Point Venture

(SEAL)