

MINUTES OF REGULAR MEETING  
OF  
REUNION RANCH WATER CONTROL AND IMPROVEMENT DISTRICT

STATE OF TEXAS           §  
  §  
COUNTY OF HAYS         §

A regular meeting of the Board of Directors of Reunion Ranch Water Control and Improvement District, open to the public, was held at 3:00 p.m. on March 18, 2025 at Willatt & Flickinger, PLLC, 12912 Hill Country Blvd., Ste. F-232, Austin, Texas 78738, pursuant to notice duly given in accordance with law.

1.     CALL TO ORDER

The meeting was called to order.

2.     ROLL CALL OF DIRECTORS

A roll call of the Directors was taken. The Directors present were:

Dennis B. Daniel – President  
John Genter – Vice President  
Gary Grass – Secretary  
Mark Olson - Assistant Secretary  
Eric Hart – Assistant Secretary

thus, constituting a quorum. All Directors were present.

Also present at the meeting were Hunter Hudson and Jeniffer Concienne with Willatt & Flickinger, PLLC, ElizaBeth Reeves and Katie May with Inframark, Chris Rosales with Murfee Engineering Company and Lonnie Wright with Municipal Operations & Consulting, LLC.

Attending via Zoom were Bill Flickinger with Willatt & Flickinger, PLLC, Allen Douthitt with Bott & Douthitt, PLLC, Beth Wright with Municipal Operations & Consulting, LLC, and HOA representatives/residents Debbie Hansley, Eric Knustrom, Sandy Lake, Jay Patel and Tyler Walbridge.

3.     PUBLIC COMMENTS

Manager ElizaBeth Reeves would like to make a public comment now as she will need to leave soon. President Dennis Daniel advised he will take it up under Item 7e.

Sandy Lake inquired about the sports court study and engineering report that the HOA President referred to after talking with President Dennis Daniel. President Dennis Daniel believes he made a reference to the HOA President about any improvements that add impervious cover

would need an engineer's report on mitigation of the impervious cover and if it violates any District or Edwards Aquifer recharge zone restrictions. Sandy Lake asked if the study was to measure the land in the District or the impervious cover and President Dennis Daniel advised it was to measure the impervious cover where the improvements will be added and in relation to the District's Development Agreement.

HOA Liaison Eric Knustrom inquired about the letters sent to residents by Inframark in connection with the pool audit. At the last meeting, there was an agenda item relating to pool inspections and in the minutes it was reported that information was received by the HOA to identify residents with pools. The HOA has received many questions on those letters and some advised that they do not even have pools. The current HOA manager, FSR stated that they did not provide any resident information to the District. Eric Knustrom asked how the information was obtained because it was not approved by the HOA board to release any resident information. Assistant Secretary Mark Olson advised that information was received from the HOA's prior manager PMP. Last year, the HOA undertook an effort to close out a number of projects so that deposits could be returned to residents. There was a large number of pool projects that had issues by the HOA and District. Eric Knustrom asked that the communication between PMP and Inframark be provided to him. HOA Representative Jay Patel asked why was the same information asked for with the new HOA manager if Inframark already had the information. President Dennis Daniel asked Inframark to provide the information to Eric Knustrom as requested.

4. MINUTES OF PRIOR MEETINGS

President Dennis Daniel provided some corrections to the minutes on the ad hoc committee with trails being the focus. President Dennis Daniel's recollection was in regard to a one-time communication only on the trails as an educational tool. President Dennis Daniel then entertained a motion.

**Motion: Approve the board meeting minutes of February 18, 2025 as corrected.**

**Motion by: Vice President John Genter**  
**Second by: Assistant Secretary Mark Olson**  
**The motion carried unanimously.**

5. UPDATES REGARDING REUNION RANCH HOA MATTERS

HOA Representative Jay Patel reported that he walked the erosion trail with Secretary Gary Grass and the HOA will be sending out correspondence to residents on not eroding that trail and possibly coming back with a solution to barricade the trail. HOA Liaison Eric Knustrom asked if the identity of those individuals involved in those unauthorized activities, is known, the HOA would like to cooperate and channel the efforts into a productive direction. President Dennis Daniel agrees with that statement. HOA Representative Jay Patel advised that the HOA would like to talk with the resident on this matter.

6. FINANCIAL REPORTS AND REQUEST FOR AUTHORIZATION FOR PAYMENTS OF BILLS

Bookkeeper Allen Douthitt reported on the District's financials through January. The District is above budget to the good. The expenses for sludge management are looking better, however the sewer maintenance took a hit. There was also an overage on legal fees. The engineer's fees on the 210 conversion are normalizing. Year-to-date the District is in the good. Secretary Gary Grass noted that the trail repair of \$1,500 was included in the sewer repairs. Assistant Secretary Eric Hart noted that there were SCADA items and fence repair included as well. Bookkeeper Allen Douthitt stated the maintenance bill this month was \$30,000. Secretary Gary Grass reported that Inframark's operations invoice was not included in the agenda package this month. Secretary Gary Grass inquired about the credit of \$3,400 from Murfee Engineering. Engineer Chris Rosales advised that a new employee was working on some of the District's items and their billed time was credited back to the District.

After discussion, President Dennis Daniel entertained the following motion:

**Motion: Approve the District's financials and authorize payment of vendor invoices, per diems and authorize the fund transfers as discussed, except for payment to the LCRA.**

**Motion by: Assistant Secretary Eric Hart**

**Second by: Vice President John Genter**

**The motion carried unanimously.**

Vice President John Genter entertained the following motion:

**Motion: Ratify and confirm payment to the LCRA as previously approved by Secretary Gary Grass.**

**Motion by: Vice President John Genter**

**Second by: Assistant Secretary Mark Olson**

**President Dennis Daniel abstained. The motion carried.**

7. ITEMS FROM THE BOARD

- a. Requests for common area modifications
- b. Variances to Drought Contingency Plan requirements
- c. Water Conservation Plan discussion
- d. Professional Services Agreement with Municipal Operations & Consulting, LLC
- e. Professional Services Agreement with Inframark, LLC
- f. Committee Reports
  - i. Communications
  - ii. Operations
  - iii. Land Use & Water Quality
  - iv. Finance, Budget & Audit
  - v. Water Conservation & Drought Management

vi. Contractors' Review

Secretary Gary Grass discussed the trail situation in the District. The trail being referred to as the "erosion trail" is located at the intersection of Katie and Adam Court and erodes all the way down to the pond. The HOA agrees that a plan needs to be implemented. Secretary Gary Grass discussed the need for a remediation plan for a temporary and permanent basis. Attorney Bill Flickinger reported that the committee had a meeting to discuss two areas of concern. The Board can authorize the committee to work with the District's engineer on a site visit.

After discussion, President Dennis Daniel entertained a motion.

**Motion: Authorize the District's engineer to work with the Land Use & Water Quality committee and conduct a site visit on what is being referred to as the "erosion trail."**

**Motion by: Secretary Gary Grass  
Second by: Assistant Secretary Mark Olson  
The motion carried unanimously.**

Secretary Gary Grass then discussed the sports court location and referred to the map showing the District's recorded easement and restrictive covenants. Secretary Gary Grass provided this map to the HOA so that all parties are knowledgeable of the District's recorded easements and restrictive covenants so that the District's facilities are not impacted. There has been discussion between the District and HOA on this matter. Secretary Gary Grass will be meeting with the HOA President next week on this same topic. Attorney Bill Flickinger noted that the map is from 2018 and was prepared to show the District's ponds and some of the trails in existence. The brown areas show the recorded easements and the blue areas show per the plat the PUEs and DEs which is the blanket easement over all the area. There are restrictive covenants placed in the deeds to the HOA except for a couple of exceptions. The restrictive covenants provide for approval by the District for any modifications and improvements in those areas. HOA Liaison Eric Knustrom asked Attorney Bill Flickinger to explain what an easement is to all in attendance. Attorney Bill Flickinger provided a general explanation. A conveyance of an easement is not a conveyance of actual fee simple property. As an example, a homeowner owns the house and land, but a utility company has an easement and has certain rights to be there. The homeowner cannot interfere with the utility easement, such as building the house over a water line. The easement is an allocation of rights not a conveyance of the whole property. The HOA has the right to use the surface of the property so long as it does not interfere with District facilities.

President Dennis Daniel discussed Item 7b. The Water Conservation committee approved two watering variances in connection with newly installed sod. There was discussion of the latest LCRA projections. It is likely the drought stage will enter Stage 3 by the end of summer.

President Dennis Daniel will take up Item 7e at this time.

Manager ElizaBeth Reeves thanked the Board for allowing them to entertain a proposal for continued management/operations for the District. However, she would like to submit Inframark's Letter of Resignation. Inframark has been the District's operator since 2018. If the

Board has any questions, they can contact her. Inframark has extended the 30-day clause to be able to close out the billing period to allow for a smooth transition. Inframark will provide information to residents on autopay changes. President Dennis Daniel stated the relationship has been tumultuous and sometimes a great experience to work with Inframark. There have been a lot of staff changes within Inframark over the past several years. President Dennis Daniel appreciates the professionalism and especially the last several months with Inframark and looks for a smooth transition. Vice President John Genter thanked Manager ElizaBeth Reeves for the last several months and was sorry the last several years were not the same.

In regard to Item 7d, Vice President John Genter advised that the Contracts Review committee has been working on contracts with Inframark and Municipal Operations & Consulting, LLC (“MOC”) for several months and the terms are favorable for the District with MOC. There will be an initial operating period with MOC through the end of the fiscal year. This will provide a period of time for MOC to learn about the District’s infrastructure. After that initial period, the District and MOC will enter into another agreement.

After discussion, President Dennis Daniel entertained a motion.

**Motion: Approve the Professional Services Agreement with Municipal Operations & Consulting, LLC and authorize the Contract Review Committee to insert the effective date as April 21, 2025 and make any other changes that might be needed.**

**Motion by: Vice President John Genter**

**Second by: President Dennis Daniel**

**The motion carried unanimously.**

Assistant Secretary Mark Olson inquired about the length of the initial time period. The initial period will run through September 30, 2025. President Dennis Daniel discussed the need to work on the Emergency Management Plan and Long-Term Improvements and Asset Management Plan. This short time period will push the consultants to get these projects done including an agreement with MOC after the initial time period on base fees and fees for time and material. Secretary Gary Grass discussed routine and non-routine charges and enforcement charges. President Dennis Daniel thanked MOC for working with the committee on their contract. Lonnie Wright appreciated the consideration and this has been a new approach and looks forward to working with the District.

President Dennis Daniel moved back to Item 7c for discussion.

Engineer Chris Rosales discussed the District’s Water Conservation Plan. Stacy Pandey with the LCRA contacted him to advise him that the District’s records may need to be updated. The information contained in the Water Conservation Plan differs from what the Texas Water Development Board has on record. Engineer Chris Rosales reported on the different methods of determining population in the District. Per Stacy Pandey, the District’s information should be updated using census data. There was discussion of the gallons per day used in the District and what the Water Conservation Plan shows. President Dennis Daniel asked about the irrigation data

and is concerned with reducing the firm water reservation amount. This item will be brought back to the April board meeting for consideration.

At this time, the Committees discussed their respective reports.

Assistant Secretary Mark Olson reported on notices to residents about piling dirt in the street. There was also discussion on the unauthorized trails within the District and the cost associated with them. The Board discussed communication on pool applications and notification that Inframark resigned and MOC will be the District's new operator/manager.

President Dennis Daniel reiterated that the committee approved two watering variances due to installing new sod during Stage 2 watering restrictions.

8. ENGINEER'S REPORT AND REQUESTED APPROVALS

- a. Operational – Water, Wastewater, Water Quality and Drainage Plant
- b. Utility Data Trends Analysis
- c. Emergency Management Plan(s)
- d. Long-term Improvements and Asset Management
  - i. 210 Conversion
- e. Approvals Related to Ongoing Construction Contracts
- f. Approvals to Upcoming Construction Contracts

Engineer Chris Rosales discussed the engineer's report as included in the agenda package.

The TCEQ should be sending the District's TLAP permit out soon. In the meantime, the District will continue to operate under the current permit conditions until the new permit is issued.

Engineer Chris Rosales reported on the water usage for February. The usage is consistent with previous years and falls at the low end of the seasonal range. President Dennis Daniel advised that the District's gpd average is about 60,000.

In regard to the WWTP effluent parameters, the BOD and turbidity continue to decline from previous months and are under the permit limits. E. coli and TSS are both non-detectable.

MEC will now coordinate with MOC on the District's Emergency Management Plan.

Engineer Chris Rosales discussed the updated Long-Term Improvements and Asset Management Plan with the Board.

Today, Austin Engineering completed installing the irrigation line for the 210 conversion work and the District should be receiving a pay application soon. Malone/Wheeler is still working on their part of the project from the take-off point to the HOA's meter. Vice President John Genter stated that he is happy to see that the line has been installed with no damage to the District's facilities. Engineer Chris Rosales stated that the pump skid was delivered and now needs to be installed. A change order was requested from Austin Engineering for the work. There were a couple other bids received for this work as well and MOC will be asked to bid on the project.

President Dennis Daniel went over the process to be done by May 31<sup>st</sup> for the irrigation to be operated by hand at that time.

9. OPERATIONS AND MAINTENANCE REPORT AND REQUESTED APPROVALS

- a. Administrative
- b. Improvement of wastewater treatment plant operations
- c. Wastewater treatment plant and effluent subsurface irrigation
- d. Wastewater collection system
- e. Water distribution system
- f. Stormwater conveyance and pond maintenance
- g. Customer matters, complaints, reports and updates
- h. Customer billing and delinquencies; charges to builders
- i. Authorizations for expenditures related to contracts, repairs, replacements, operations improvements and maintenance

Manager Katie May discussed the manager's report as included in the agenda package.

Inframark is continuing to work with the committee on budgetary needs. Manager Katie May can set a time to review Inframark's current invoice with the committee.

Manager Katie May advised that Inframark will continue to work on the annual regulatory submittals, such as the TWBD Water Use Survey and Homeland Security Update and have those filed before the May 1<sup>st</sup> deadline. The transition date from Inframark to MOC will be April 21, 2025.

Manager Katie May reported that all District facilities are in compliance for the month of February. The plant is running at 76% capacity with flows at 1.696 MG and an average of 60,585 gpd.

During an inspection, an air leak was identified on the blower line to SBR 1. This was likely due to an expansion of an aging pipe and the leak was able to be repaired on-site.

Water accountability for February was 96.99%. Vice President John Genter asked if wintering averaging is done. Manager Katie May will pull the historical data on wintering averaging.

Secretary Gary Grass inquired about the outfall reports. It was previously noted that there were 30 outfalls needing work and he would like to see a report on the status. During the transition, he does not want to lose this information.

There was discussion of the pool inspection report. There are only five residents that need final pool inspections. Inframark reached out to the new manager for the HOA to discuss how the District and HOA can work together to keep each other informed of new pool applications going forward. The HOA's manager advised that they will not disclose any resident information regarding the applications.

In regard to customer billing, there were three delinquent letters sent out.

One of the District's lift stations needs cleaning due to grease build up. MOC will review what is needed and handle this matter.

Attorney Bill Flickinger reported on Inframark's Annual Report on Identity Theft Prevention and Protection as included in the agenda package. The District does not have Red Flag Rules and the District does not provide credit reporting. Therefore, the District is exempt from the Rules. The District addresses delinquencies by raising customer deposits and/or attempting to collect the debt through a demand letter from Willatt & Flickinger, PLLC. Therefore, this correspondence was in error.

President Dennis Daniel discussed the flow chart and the dips and peaks pattern at the end of February. It appears that the dips and peaks occur on Wednesday and Monday & Tuesday. Manager Katie May suggested it could be caused by usage or weather patterns by dripping the faucets. Lonnie Wright stated it could be caused by lift station maintenance as well. Manager Katie May will pull the data to check on it.

10. ATTORNEY REPORT AND REQUESTED ACTIONS

- a. Open Records Requests and Procedures
- b. Resolution Adopting Rules Regarding Public's Right to Address the Board of Directors of Reunion Ranch WCID

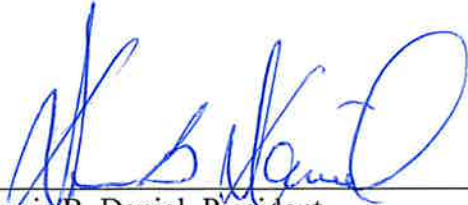
Attorney Bill Flickinger discussed open records requests and the procedures. The District has received very few open records requests in the past. Currently there is a pending request and it is being processed in accordance with State law and the Attorney General's office. The deadline for responding to open records requests is ten business days. The Board will see charges to the District on this matter. The request is being handled through the District's attorney and Communications committee. President Dennis Daniel asked for the Board's thoughts on handling the request this way or creating an Open Records Request committee. Vice President John Genter suggested creating an ad hoc committee for this request and then revisit if a new committee should be formed. After discussion, the ad hoc committee for this request will be President Dennis Daniel and Vice President John Genter.

Attorney Bill Flickinger discussed the District's Resolution on addressing the Board of Directors at a meeting. Going forward, if there are a lot of participants who want to address the Board, a time limit can be implemented. President Dennis Daniel asked the Board if any changes were needed to the current Resolution. Secretary Gary Grass asked about the sign-in sheet attached to the Resolution. Attorney Bill Flickinger advised that the Resolution was adopted pre-COVID times and that it could be revised to reflect the current situation for Zoom participation.

11. ADJOURN

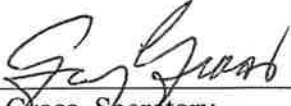
President Dennis Daniel adjourned the meeting at 4:50 p.m.





Dennis B. Daniel, President  
Reunion Ranch WCID

ATTEST:



Gary Grass, Secretary  
Reunion Ranch WCID  
[SEAL]

