

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

STATE OF TEXAS §
 §
COUNTY OF HAYS §

A special 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 May 23, 2023 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 Daniel – President
Terri Purdy – Vice President
Ron Meyer - Secretary

thus, constituting a quorum. Assistant Secretaries Gary Grass and John Genter were absent.

Also present at the meeting were Bill Flickinger, Hunter Hudson and Jeniffer Concienne with Willatt & Flickinger, PLLC, Mark Kestner with Murfee Engineering and Makenzi Scales with Inframark.

Attending via Zoom were Allen Douthitt with Bott & Douthitt, PLLC and residents Leslie Daniel, Mark Olsen and Marlyse Summer.

3. PUBLIC COMMENTS

There were no public comments.

4. MINUTES OF PRIOR MEETINGS

Motion was made by President Dennis Daniel and seconded by Secretary Ron Meyer to approve the April 18, 2023 meeting minutes as presented. The motion carried unanimously.

5. UPDATES REGARDING REUNION RANCH HOA MATTERS

President Dennis Daniel reported that he recently attended the social committee gathering on fire wise, fire awareness and operations held by the HOA. Inframark presented information on water and wastewater usage within the District. Manager Makenzi Scales has flyers leftover from the event. President Dennis Daniel asked that she include them in the new customer packet.

Secretary Ron Meyer reported that the committee and HOA met to discuss the location of additional amenities. The committee will work with the HOA when it's ready to go to the engineer for a preliminary design. HOA President Marlyse Summer stated that they went on site to look for amenities. The HOA will be taking their time with this project.

HOA President Marlyse Summer asked about the status of the effluent project.

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

Bookkeeper Allen Douthitt discussed the financials with the Board. The District's taxes are 97% collected. There is approximately \$28,000 remaining, which could be from payment plans for residents over 65 or from residents over 65 that deferred their taxes. However, that amount is out of the ordinary for the District. Mr. Douthitt will get information from Hays County and bring it back to the June board meeting. The District's service revenue looks good, as well as the interest earnings from TexPool, as the rate is over 5% now. This will be helpful with additional costs that will be discussed later on in the meeting. There were several large ticket items in connection with the District's expenditures. President Dennis Daniel asked for additional information on pond maintenance, landscaping and lab fees. He would like to see the figures for these items from last year versus this year. Manager Makenzi Scales discussed the old and broken pipes behind the pond near the gated area. She presented photos of the old pipes. Inframark went out and pulled all those pipes up, which were not in use. Inframark was not sure why or how they were there. It could have been from initial construction or temporary irrigation. There was also discussion of why the invoices for chemicals are so far behind. Manager Makenzi Scales noted that they did a workorder cleanup and all should be updated now. There was also discussion of the engineering fees. Engineer Mark Kestner reviewed the billings. President Dennis Daniel asked Engineer Mark Kestner and Bookkeeper Allen Douthitt to work on the overage of engineering costs and bring the costs back for year to date and what the costs were for.

Mr. Douthitt will void the per diems for Assistant Secretary Gary Grass and Assistant Secretary John Genter due to their absence.

After discussion of the financials, President Dennis Daniel entertained a motion. Motion was made by Vice President Terri Purdy and seconded by Secretary Ron Meyer to approve payment of the invoices and per diems and authorize the fund transfers as discussed. The motion carried unanimously.

7. ITEMS FROM THE BOARD

- a. Requests for common area modifications
- b. Variances to Drought Contingency Plan requirements
- c. Committee Reports
 - i. Communications
 - ii. Utility Operations
 - iii. Land Use & Water Quality
 - iv. Finance, Budget & Audit
 - v. Water Conservation & Drought Management
 - vi. Operations Contract Review
 - vii. Wastewater Effluent Reuse

No action was required on Items a & b and there were no committee reports to discuss.

8. ENGINEER'S REPORT AND REQUESTED APPROVALS

- a. Wastewater treatment plan
 - i. Wastewater Flows and Trends
 - ii. Odor Control
 - iii. Noise Issues and Abatement Options
 - iv. Effluent Irrigation Improvements and Authorizations
 - 1. Review of Bids; Award of Contract
- b. Water Supply and Distribution System
- c. Stormwater and Water Quality System
- d. Emergency Management Plan(s)
- e. Long-term Improvements and Asset Management Plan
- f. Approvals Related to Ongoing Construction Contracts
- g. Approvals to Upcoming Construction Contracts

President Dennis Daniel stated that under the Effluent Irrigation Improvements and Authorizations and Review of Bids; Award of Contract, the Board will go into executive session at the end of the meeting for discussion.

Engineer Mark Kestner reported that the BOD level was missed again in April. They are coordinating efforts with Inframark on this issue. The check valve on the sludge discharge line was replaced and it should level out soon. This occurred during the cold snap. President Dennis Daniel inquired about why it is still an issue. Engineer Mark Kestner noted that it takes a while to get it flushed out. The District is still under permit, but over on the irrigation level. Manager Makenzi Scales agreed that the level should come back down now within a month or two. Inframark is also looking into the SCADA system. Since the press belt was fixed, the plant will need to be trained again on aeration. Vice President Terri Purdy asked if Inframark is confident that this is the issue. Manager Makenzi Scales stated that they are not confident that this is the only issue but it is a big part of it. They will also need to adjust other areas. After further discussion, motion was made by President Dennis Daniel and seconded by Secretary Ron Meyer to approve Pay Estimate No. 1 submitted by Process Water Technologies in the amount of \$47,025.00 for the water treatment solids dewatering equipment project. This is a partial payment

to the contractor as additional parts are still needed. The motion carried unanimously.

There was a brief discussion of the fact that the effluent irrigation project bids came in more than double the original estimate. The Board will have 90 days to review the bids and will bring back a recommendation at the next board meeting.

9. OPERATIONS AND MAINTENANCE REPORT AND REQUESTED APPROVALS

- a. Administrative
- b. Wastewater treatment plant and effluent subsurface irrigation
- c. Wastewater collection system
- d. Water distribution system
- e. Stormwater conveyance and pond maintenance
- f. Customer matters, complaints, reports and updates
- g. Customer billing and delinquencies; Resolution Approving Central Bank's Electronic Lockbox Payment Services for District Customers
- h. Authorizations for expenditures related to contracts, repairs, replacements, operation improvements and maintenance
- i. Emergency notifications
- j. Storm cleanup on District assets and irrigation fields

Manager Makenzi Scales introduced herself as a Senior Account Manager at Inframark and reported that Manager Ronja Keyes is no longer with Inframark. Inframark will be hiring another account manager.

Manager Makenzi Scales discussed the Executive Summary as included in the agenda package. Inframark is trying to get to the bottom of the BOD and TSI levels.

There was discussion of a resident not receiving emails regarding the landscape fee around the meter boxes. The resident received a landscaping charge and is asking for a waiver of that fee in the amount of \$130.51. Inframark conducted an audit on the meter boxes, which a total of 13 need to be landscaped around the meter boxes so that the technician can get to them. Manager Makenzi Scales discussed the process of notifying the residents. Vice President Terri Purdy stated that from a communications standpoint, emails are not 100% reliable. Vice President Purdy asked that Inframark use every attempt they have, including phone calls, to communicate to residents. There was discussion that the Utility Operations committee should have the authority to grant waivers up to a certain amount. After discussion, motion was made by President Dennis Daniel and seconded by Vice President Terri Purdy to waive \$130.51 charged to the resident for landscaping around the meter box. The motion carried unanimously. Motion was then made by President Dennis Daniel and seconded by Vice President Terri Purdy to authorize the Utility Operations Committee to grant waivers up to \$200.00 per customer for fees or services in dispute. The motion carried unanimously.

Manager Makenzi Scales reported that the entry point at the Mary Elise Pond needs some clean up. Zane Furr can schedule this clean up at no cost to the District. However, there are

several other areas that need additional mowing and a contract amendment should be considered. This item will be placed on the agenda for the June board meeting.

Manager Makenzi Scales discussed a new emergency notification system within Inframark's billing system. The notification will be done by telephone call, text and email. There will be a small fee for this service. She will come back to the board with additional information. Inframark plans to launch the notification system in October.

10. ATTORNEY REPORT AND REQUESTED ACTIONS

Attorney Bill Flickinger stated he had nothing to report.

8. ENGINEER'S REPORT

- a. iv. Effluent Irrigation Improvements and Authorizations
 - 1. Review of Bids; Award of Contract

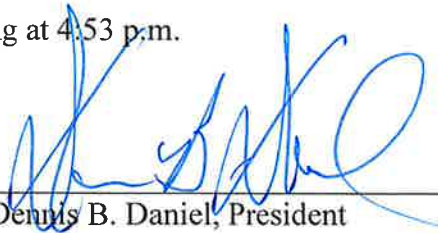
President Dennis Daniel announced that the Board of Directors will go into closed session for consultation with the District's attorney pursuant to Section 551.071 of the Texas Government Code regarding matters related to Agenda Item No. 8(a)(iv)(1). The Board went into closed session at 4:02 p.m.

At 4:52 p.m., President Dennis Daniel announced that the Board of Directors had concluded its closed session and was returning to open meeting, and that no action was taken during the closed session.

Motion was made by President Dennis Daniel and seconded by Vice President Terri Purdy to table the bid review and award of contract for the effluent irrigation improvements until the next board meeting. The motion carried unanimously.

11. ADJOURN

President Dennis Daniel adjourned the meeting at 4:53 p.m.



Dennis B. Daniel, President
Reunion Ranch WCID

ATTEST:



Ronald F. Meyer, Secretary
Reunion Ranch WCID

[SEAL]