

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 December 17, 2024 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 (Via Zoom)  
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, Dragan Sonnier with Inframark and Chris Rosales and Bryce Canady with Murfee Engineering Company.

Attending via Zoom were Bill Flickinger with Willatt & Flickinger, PLLC, Allen Douthitt with Bott & Douthitt, PLLC, Missy Roberts with Inframark, Assistant Secretary Mark Olson and residents Leslie Daniel and Debbie Hanley.

3.     PUBLIC COMMENTS

Leslie Daniel commented that there are muddy tracks made by a vehicle that has driven over a pathway near Adam Court. The vehicle crossed over the easement and tore up the soil. She is concerned with the amount of erosion and did not see any erosion control fencing in that area. That is very concerning and she hopes the District is doing something about it. Manager Dragan Sonnier stated that the area in question was a pool access point. Inframark had a meeting on site to establish the route with the pool contractor/homeowner. Inframark received correspondence from the District's committee to approve the route as needed. Manager Dragan Sonnier will re-

evaluate the erosion issues. Assistant Secretary Mark Olson asked if the approval included a dump truck traversing on the path. Manager Dragan Sonnier advised there is a staging point across from the access route near the WWTP, not in the easement. The muddy tracks were caused by a light vehicle transferring the pool equipment. Secretary Gary Grass reported to the Board that this access point and area in question is the pool project that first wanted access over the berm and that request was originally denied. The HOA and Inframark met with the pool contractor and homeowner to determine an alternate route. The District committee felt that Inframark was the best suited at determining the route. Secretary Gary Grass noted that what happened in this case was there was no follow-through with the Board on the additional deposit and approval. President Dennis Daniel noted that his concern as well as Leslie Daniels' was the amount of mud in the area without any erosion control. President Dennis Daniel is sensitive to this issue because the District had to pay a substantial amount to have the drainage ways cleaned out last year. This type of erosion is what contributes to having to clean those areas out. The other issue President Dennis Daniel has is the amount of deposit required to address any damages. In this case, the deposit was just the standard \$1,500 pool deposit for inspections. Manager Dragan Sonnier advised that the plan now will be to go out and reassess the erosion and if it is as extensive as reported, Inframark will reach out to the contractor and homeowner and obtain an additional deposit. Inframark will work with the engineers on the amount of the deposit. Manager Dragan Sonnier stated that when he met with the pool contractor and homeowner, they advised that they would pay for any damages that occurred during access to the property. President Dennis Daniel advised that the additional deposit would ensure that process is handled. There was discussion of the prior pool project that had significant damage and was required to put up a substantial deposit for those damages. Leslie Daniel asked that the District erect silt fencing in that area today, before any further rainfall.

4. MINUTES OF PRIOR MEETINGS

President Dennis Daniel had an amendment to the minutes regarding the BOD language and then entertained a motion.

**Motion: Approve the November 19, 2024 meeting minutes as amended.**

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

5. UPDATES REGARDING REUNION RANCH HOA MATTERS

This item was not discussed.

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

Bookkeeper Allen Douthitt discussed the financials. This report includes the first month of the fiscal year. Overall, the District is starting off good. However, there are multiple sewer repairs and maintenance items from last month. These appear to be a lot of service orders, none of which are over \$2,000. The other driving factor to the budget was engineering. President

Dennis Daniel inquired if the sewer repair and maintenance charges are from last month or is it a timing issue. Bookkeeper Allen Douthitt noted that it was charges from October/November that were approved last month. As the Board is aware, the financial reporting lags a month behind. It was noted that the Inframark invoice was not received until the morning of the package, so it was not included in the package. It will have to be doubled up next month. Manager Dragan Sonnier advised that he sent out a budget variance on non-routine, winterization and the mixer issues. Bookkeeper Allen Douthitt noted that the variance is from the current month, however it should have been for the previous month charges. Manager Dragan Sonnier will review of charges and send out a follow-up budget variance sheet to the Board. There was discussion on the current overages. President Dennis Daniel noted that the District is so far out of budget in just the first two months on operations. There is a new operations manager at Inframark and he is doing things differently than in the past. President Dennis Daniel asked about the overage on engineering costs. Bryce Canady will follow-up with the Board on an explanation. Bookkeeper Allen Douthitt stated that Hays County has not provided any tax collection information on the District as of yet. The Board will note that monthly invoices from Inframark and Murfee Engineering were not submitted.

After discussion, President Dennis Daniel entertained the following motions.

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

**Motion by: President Dennis Daniel**

**Second by: Secretary Gary Grass**

**The motion carried unanimously.**

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

**Motion by: Vice President John Genter**

**Second by: Secretary Gary Grass**

**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. Overall plan to improve wastewater plant efficiency and effluent irrigation
- d. Contract for Phase II of effluent irrigation improvements
- e. Enforcement of drought, erosion control and pool restrictions
- f. Committee Reports
  - i. Communications
  - ii. Operations
  - iii. Land Use & Water Quality
  - iv. Finance, Budget & Audit
  - v. Water Conservation & Drought Management

vi. Contractors' Review

Items 7a & b were not discussed.

Items 7c & d were discussed together. Engineer Chris Rosales reported on the pump skid is being fabricated right now. It was initially reported it would be delivered around Christmas time, but there has been no update provided. There was discussion on the irrigation piping project. The solicitations were completed and received a couple of bids for that project. He is recommending award of that contract to Austin Engineering who is the low bidder. Secretary Gary Grass asked about the piping. Engineer Chris Rosales reported that it is piping that will be placed about 10-feet outside of the WWTP from the new pump skid. The exhibit is for the make-up water to supplement the effluent during peak demand time and summer months. This is a waterline that will be needed to that make-up water. Bryce Canady discussed the exhibit as presented. Engineer Chris Rosales noted that on the capital improvements list, there are five phases to the 210 irrigation project. This make-up waterline is included in Phase IV of the project. There may be opportunity for shared trenching to lower the cost. The intent of the exhibit was to walk the Board through options 1 and 2 on future capital costs.

The plans should be completed for the skid installation and then solicitate in January and have bids in time for the January meeting with another recommendation for that phase. President Dennis Daniel believes today's action would be to consider approval of Phase II of the 210 Irrigation Line Project that will provide for building of the discharge line form the pump skid out to the point where the 210 irrigation system and drain line will pick it up.

President Dennis Daniel discussed Phase I of the project. Bryce Canady reported that the cost of the skid does not include installation. The electrical drawing is looking at being finalized soon, which will also be part of Phase I.

It is hoped that some of the phases can be grouped together and ideally the 210 irrigation project only consists of three phases.

After discussion, President Dennis Daniel entertained a motion.

**Motion: Approve award of contract to Austin Engineering Co., Inc. for the Phase II 210 Irrigation Line Project at a cost of \$56,730.00.**

**Motion by: Vice President John Genter**  
**Second by: Secretary Gary Grass**  
**The motion carried unanimously.**

Engineer Chris Rosales provided President Dennis Daniel and Vice President John Genter with information on the make-up water and how it will operate. President Dennis Daniel reported that this will be taken up by the operations committee. The Board agreed to that process with the committee.

President Dennis Daniel has not heard from Malone/Wheeler on their progress with the 210 irrigation line.

President Dennis Daniel discussed Item 7e. Inframark provided a draft document that outlines the enforcement measures to ensure compliance with drought management, erosion control, and pool water use restrictions to promote sustainable resource management, protect the environment, and safeguard community infrastructure. The Board discussed the document and the need for additional information and steps toward enforcement. Apparently, there was no enforcement of the Drought Contingency Plan. Inframark only provided courtesy notices to violators. Manager Dragan Sonnier advised there was a miscommunication in the process. The process has now been updated and violations will be reported to the committee for possible fines. Vice John Genter discussed adding additional information on the Water Violation form that is presented to the Board. The courtesy notice is a friendly communication followed by a warning and then a fine. After detailed discussion, the committee will look at the District's Drought Contingency Plan on enforcement and see if there is a need for more enforcement in certain stages. President Dennis Daniel and Assistant Secretary Eric Hart will write up on language in regard to the policy and possibly authorize additional inspections prior to the irrigation season. The erosion control enforcement process was discussed next. Pool inspections were discussed in regard to missed inspections. The District's concern with pools is the plumbing and erosion control during construction. Secretary Gary Grass reported that the committee believes they have a complete list of pools in the District from the information that the HOA and Inframark provided. The committee and Inframark will start working through this information on enforcement and will bring it back to the Board for consideration. The bottom line of this discussion is that the District's operator needs to enforce its Rules. At this time, the Board took a five-minute break.

The Board then discussed their committee reports.

Assistant Secretary Mark Olson reported on District communications. Informational emails were sent and will be sent to the residents of the District on various topics. The grinder pump station email will be sent soon.

President Dennis Daniel reported that he is working with Engineer Chris Rosales on the design matters relating to District operations. Vice President John Genter thanked Engineer Chris Rosales and Bryce Canady for the work that they are providing to the District.

President Dennis Daniel thanked Inframark for erecting the Drought Contingency Stage signs.

Vice President John Genter reported that Request for Qualifications will be sent out for District operation/management services. The Board is looking at scheduling a special board meeting in January to conduct interviews. President Dennis Daniel anticipates having two meetings the week of the regularly scheduled board meeting. Attorney Bill Flickinger outlined the plan for the special board meeting.

8. ENGINEER'S REPORT AND REQUESTED APPROVALS

- a. Wastewater Collection and Treatment Plant
- b. Water Supply and Distribution Systems
- c. Long-term Improvements and Asset Management Plan - Update
- d. Emergency Management Plan(s)
- e. Stormwater and Water Quality System
- f. Approvals Related to Ongoing Construction Contracts
- g. Approvals to Upcoming Construction Contracts

Engineer Chris Rosales discussed the effluent wastewater chart that shows the BOD and turbidity. Trying to figure out the elevated readings. Bryce Canady reported that they will meet with operations to try to figure out this issue and get a better understanding as to why the reading has not dropped back down. President Dennis Daniel noted that the bar screen was removed recently. Manager Dragan Sonnier reported that the bar screen has been placed back in operation.

Engineer Chris Rosales reported that they are planning to finalize the draft Wastewater Emergency Management Plan in early February 2025. That topic will be held in closed session when discussed.

The 210 irrigation project schedule was prepared in a Gantt chart. MEC would like to rework the later phases to combine some of the projects via change order when appropriate. Bryce Canady stated they are also refreshing some of the costs to reflect current trends. There was discussion of future meter replacement and putting that in the capital improvements plan. Assistant Secretary Eric Hart asked how many meters have been replaced. Manager Dragan Sonnier will check out that information. Secretary Gary Grass said when meter replacement was discussed in the past, it was thought to be done in phases. President Dennis Daniel reported it could be expensive to do it that way but can discuss it in detail when appropriate. Electronic meters are not a money-making proposition right now. Vice President John Genter asked about the dewatering schedule. Bryce Canady advised that Inframark is working with PWTech on that matter. Engineer Chris Rosales is planning a WWTP tour for Assistant Secretaries Mark Olson and Eric Hart.

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 Dragan Sonnier reported on the proposal from HACH that includes a one-year service agreement for all the HACH equipment in the District. The annual cost for this service agreement is \$3,655.66. President Dennis Daniel asked if this was included in the District's budget. Manager Dragan Sonnier will need to check Makenzie Scales if it was provided for in the budget. This service agreement mostly pertains to the 210 irrigation project meters and was recommended by HACH.

There was discussion of the pulled mixer and it being de-ragged. Since that repair, no further issues have been noted.

The Quarterly Outfall Inspections were pushed out due to weather.

Manager Dragan Sonnier pointed out a discrepancy in the recently approved Rate Order. No action will be needed at this time since it was not on the agenda. Back in November, the returned check fee was increased to \$30, however one section was not updated to the new amount. This item will be placed on the January agenda for consideration. Attorney Bill Flickinger advised that Inframark should charge the \$25 fee if there are any dishonored checks until the Rate Order is amended in January.

Vice President John Genter asked if the District should expect the HACH Service Agreement to be an annual occurrence going forward. Manager Dragan Sonnier advised they should. Vice President John Genter stated that the meters were installed in 2022 and had a two-year maintenance agreement. Going forward it appears to be a one-year service agreement. Bryce Canady offered his comments on the meters and noted that this is not an unusual service agreement.

After discussion, President Dennis Daniel entertained a motion.

**Motion: Approve HACH's proposal for a one-year service agreement as presented.**

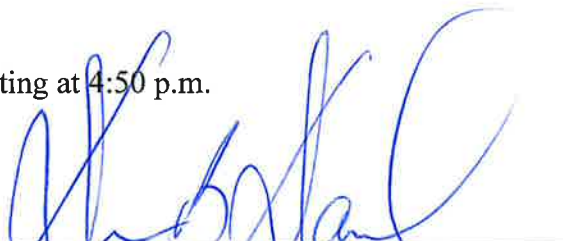
**Motion by: President Dennis Daniel**  
**Second by: Assistant Secretary Mark Olson**  
**The motion carried unanimously.**

10. ATTORNEY REPORT AND REQUESTED ACTIONS

Attorney Bill Flickinger had nothing to report.

11. ADJOURN

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



Dennis B. Daniel, President  
Reunion Ranch WCID

ATTEST:



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Gary Grass, Secretary  
Reunion Ranch WCID

[SEAL]