

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 was held at 3:00 p.m. on December 14, 2021 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  
Nathan Neese – Assistant Secretary

thus constituting a quorum. Secretary Ron Meyer and Assistant Secretary Tom Rogers were absent.

Also present at the meeting were Bill Flickinger, Matt McPhail and Jeniffer Concienne with Willatt & Flickinger, PLLC, Andrea Wyatt and Evan Parker with Murfee Engineering, Kristi Hester and Kay Olsen with Inframark, LLC. and Allen Douthitt with Bott & Douthitt.

Attending via Zoom were Mike Moyer with Taylor Morrison and residents, Pattie Schieck and Mark Olsen.

3.   PUBLIC COMMENTS

Resident Pattie Schieck wanted to thank the Board for their time and indicated she has been sitting in on the board meetings since the spring.

4.   MINUTES OF PRIOR MEETINGS

President Dennis Daniel entertained a motion to approve the Minutes. Motion was made by Nathan Neese and seconded by Terri Purdy to approve the Minutes of the November 16, 2021 meeting as presented. The motion carried unanimously.

5. BOOKKEEPER'S REPORT ON THE FINANCIAL AFFAIRS OF THE DISTRICT, INCLUDING AUTHORIZATION OF PAYMENT OF BILLS

Bookkeeper Allen Douthitt discussed the financials with the Board. This is the first month of the reporting for the fiscal year. At the January board meeting, the annual audit will be presented. Mr. Douthitt will void the per diems for Tom Rogers and Ron Meyer due to their absence. After discussion, motion was made by President Dennis Daniel and seconded by Nathan Neese to approve the invoices, per diems and five fund transfers as discussed. The motion carried unanimously.

6. DEVELOPER'S REPORT ON STATUS OF CONSTRUCTION WITHIN THE DISTRICT, DEVELOPMENT ENTITLEMENTS, PROVISION OF WATER, WASTEWATER AND DRAINAGE SERVICES WITHIN THE DISTRICT, SALES OF LOTS TO BUILDERS, HOMEBUILDING WITHIN THE DISTRICT, STATUS OF DEVELOPMENT LOANS AND ACTIONS OF THIRD PARTIES OPPOSING OR SUPPORTING DEVELOPMENT WITHIN THE DISTRICT

Mike Moyer indicated that there is not much to report on this period. There are five homes left to close. Two closings will occur this month and the last three closings are scheduled for July, 2022.

7. APPROVAL OF CONSTRUCTION PLANS AND PAY ESTIMATES, CHANGE ORDERS AND ACCEPTANCES OF COMPLETION WITH RESPECT TO CONSTRUCTION CONTRACTS

This item was not discussed.

8. ADVERTISEMENT FOR BIDS AND APPROVAL, AWARD, RECOMMENDATION AND ADMINISTRATION OF CONSTRUCTION CONTRACTS

This item was not discussed.

9. ENGINEER'S REPORT ON STATUS OF CONSTRUCTION WITHIN THE DISTRICT, DEVELOPMENT ENTITLEMENTS, PROVISION OF WATER, WASTEWATER AND DRAINAGE SERVICES WITHIN THE DISTRICT, PENDING PERMIT APPLICATIONS, SALES OF LOTS TO BUILDERS, HOMEBUILDING WITHIN THE DISTRICT AND PAST, PRESENT AND FUTURE BOND ISSUES; USE OF EFFLUENT TO IRRIGATE RIGHTS-OF-WAY AND TIMELINE FOR SAME

a. Proposal for Emergency Preparedness Plan for Wastewater

10. WASTEWATER TREATMENT PLANT EXPANSION; WASTEWATER TREATMENT PLANT IMPROVEMENTS AND MODIFICATIONS; ALTERNATIVES FOR ADDITIONAL ODOR CONTROL MEASUREMENTS AT THE DISTRICT'S WASTEWATER PLANT AND FUNDING FOR SAME,

INCLUDING POSSIBLE AGREEMENT WITH TAYLOR MORRISON ON FUNDING FOR SAME, INCLUDING POSSIBLE AGREEMENT WITH TAYLOR MORRISON ON FUNDING FOR SAME; PROPOSAL FOR THIRD-PARTY ODOR CONSULTANT/INSPECTOR

Items 9 and 10 were discussed together.

Evan Parker discussed the Engineer's Report as included in the agenda package.

Attached to the engineer's report is the updated figure tracking wastewater flows, which includes calculated flow values produced per household. As reported last month, the flows are trending upward toward 75%, which is where they should stabilize. President Dennis Daniel asked that a legend be added to the flow charts. Engineer Andrea Wyatt advised that starting next month, the lines on the flow charts will be adjusted to a 30-day average.

There was discussion of the wastewater treatment plant expansion. The contractor has completed the new fence around the plant and is in the process of moving construction equipment and conducting site clean-up. The job trailer is still on-site, but it is hoped to be removed within the next two-weeks. The contractor is still unable to provide a firm date for completion of the remaining items due to the uncertainty of delivery times of the parts/materials. Attorney Bill Flickinger discussed the timeframe for completion of the project and the appropriate assignments after the fact. There was discussion of the remaining items left to finish. Mrs. Wyatt indicated that there are several panels left, an in-plant water pump, some warranty work left and the retainage. The bond reimbursement audit for Taylor Morrison could be considered at the January board meeting; pending WWTP completion.

There was discussion of the 210 irrigation status. As reported previously, MEC has started the design phase of implementing the effluent irrigation pump to complete the conversion. Mrs. Wyatt discussed the additional testing as required by the TCEQ. The new tests now include e. coli testing. Mrs. Wyatt is of the opinion that it is a good idea to start the testing now so that it can be provided to the TCEQ at the appropriate time. It is anticipated to bid the 210 design project early in 2022 and be completed with the project by the end of 2022.

Mrs. Wyatt presented the proposal to develop an Emergency Response Plan for the Wastewater Treatment Plant and Lift Stations in an amount not to exceed \$33,500. President Dennis Daniel entertained a motion. Motion was made by Nathan Neese and seconded by Terri Purdy to approve the proposal as submitted. The motion carried unanimously.

11. COST SHARING PROGRAM WITH THE LCRA

Evan Parker and Engineer Andrea Wyatt discussed the status of the Cost Sharing Agreement with the LCRA. The LCRA will decide on the cost sharing amount at a meeting on January 18<sup>th</sup>. The District asked for \$100,000 but it will probably be \$75,000. The District is only eligible for what water can be saved within the first year. Once the LCRA recommendation is received, Mrs. Wyatt will provide it to the Board for review.

12. IMPLEMENTATION OF LONG TERM DISTRICT IMPROVEMENTS AND ASSET MANAGEMENT PLAN

The Capital Improvements Schedule was discussed. This schedule was included in the engineer's report and includes all projects for 2022. President Daniel inquired about the aeration system at the Mary Elise Pond and the location of the electrical source. Manager Kristi Hester reported that she is working on this and is requesting estimates for the work. This project may come in higher than the previous \$4,825 estimate. President Daniel asked that the estimate be updated by the next board meeting. There was discussion on the pedestrian access at the Mary Elise Pond. After discussion, motion was made by President Daniel and seconded by Nathan Neese to authorize the Water Quality Land Committee to spend up to \$2,500 to improve the walking surface at the Mary Elise Pond pedestrian access and work with Inframark and Murfee as necessary to complete this project. The motion carried unanimously.

Mrs. Wyatt stated that this schedule will be updated on a monthly basis and included in the engineer's report for review and discussion.

13. COMMITTEE REPORTS, ASSIGNMENT AND MEMBERSHIP

- A. District Operations (Dennis & Terri)
- B. Communications (Terri & Dennis)
- C. WTCPUA (Nathan & Dennis)
- D. Water Quality/Land Use (Ron & Terri)
- E. Audit/Budget (Nathan & Dennis)

There was nothing to discuss in regard to the committee reports.

14. OPERATIONS AND MAINTENANCE REPORT

- A. Administrative
- B. Wastewater Treatment Plant; Odor Control Measures and Complaints; All actions necessary to bring the wastewater treatment plant into compliance with TCEQ permit and to mitigate odor problems
- C. Wastewater Grinder Stations
- D. Effluent Irrigation System & Fields
- E. Distribution & Collection System & Lift Stations
- F. Billing Adjustments
- G. Delinquencies
- H. Customer Meter Issues
- I. Customer and Resident Complaints
- J. Stormwater conveyance & pond maintenance
- K. Landscaping
- L. Notices to residents on water quality
- M. Out of District Water/Wastewater Service Requests
- N. Policy Regarding Use of Greenspace and other District Property
- O. Maintenance access

- P. Cybersecurity
- Q. Declaration of Surplus District Property; Sale of sludge box

Manager Kristi Hester discussed the Executive Summary.

Mrs. Hester reported that Inframark completed and submitted the annual TCEQ soil report, which passed all testing.

In connection with the WWTP/ Collection system, the District's total flows were 1.7 MG, which averages 57,000 GPD for the month of November. The plant is running at 71.6% capacity with new facilities. Around the first of November, the influent was high and the SBR 2 was flowing into the contact chamber. That event caused a pump and haul to get the basins back in service. It was discovered that the press pumps ran too long and caused the basin levels to rise which caused the SMR to go into storm mode to protect the lift station from overflowing. Mrs. Hester reported that the winterization of the facilities has been completed.

Mrs. Hester discussed the distribution & collection and the lift stations. This reporting period still showed a water loss of about 10.65%, which equates to 1 million gallons. The leak detection company is backlogged about two weeks.

There was discussion of the delinquencies. There is about \$1,000 in the over 120-day delinquent category. Mrs. Hester will pull the details and provide it to the committee for review.

Mrs. Hester discussed the resident complaints regarding road debris left by a contractor on Jayne Cove. A homeowner had a playground installed in their yard and the contractor left a mess on the road. Mrs. Hester is working with the HOA on this matter. Ron Meyer and Terri Purdy will be copied on all correspondence going forward regarding customer complaints.

The Board discussed the berm built by Heyl Homes. Murfee Engineering reviewed the berm and believed it is satisfactory, but that it should be stabilized with vegetation so that it will not wash away. The intent was to direct stormwater and it appears to be built correctly. President Daniel asked Engineer Andrea Wyatt to provide a written memo on the berm. Attorney Bill Flickinger inquired about needing TCEQ approval for this modification. Mrs. Wyatt will check on this and also track the costs associated with this work.

Mrs. Hester reported that the District's sludge box has been located. She has inquired about the resale value of the sludge box. After discussion, motion was made by President Daniel and seconded by Terri Purdy to declare the sludge box as surplus property of the District and develop a plan to sale it and obtain maximum ~~value~~ <sup>value</sup>. The motion carried unanimously.

- 15. EXPENDITURES, CONTRACTS, REPAIRS, REPLACEMENTS AND MAINTENANCE RELATED TO OPERATIONS AND MAINTENANCE REPORT IN ITEM 14 ABOVE

This item was not discussed.

16. NOTICE OF VIOLATIONS ISSUED BY TCEQ DATED AUGUST 5, 2019; EXIT INTERVIEW FROM TCEQ SITE VISIT OF JULY 10, 2020; TCEQ NOTICE OF ENFORCEMENT FOR COMPLIANCE EVALUATION INVESTIGATION, DATED SEPTEMBER 25, 2020; PROPOSED AGREED ENFORCEMENT ORDER AND RELATED FINES

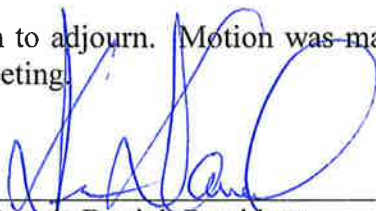
Attorney Bill Flickinger stated that there is nothing new to report. There was discussion of still needing to get a letter to the on the status of the WWTP expansion project.

17. MAY 7, 2022 DIRECTORS' ELECTION; CANDIDATE APPLICATIONS TO BE SUBMITTED BETWEEN JANUARY 19, 2022 AND FEBRUARY 18, 2022


President Dennis Daniel indicated that they are encouraging resident to participate in the upcoming directors' election. All election information is on the District's website.

19. ADJOURN

President Dennis Daniel entertained a motion to adjourn. Motion was made by Nathan Neese and seconded by Terri Purdy to adjourn the meeting.

  
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Dennis Daniel, President  
Reunion Ranch WCID

ATTEST:

  
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Ronald F. Meyer, Secretary  
Reunion Ranch WCID  
[SEAL]