

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 November 15, 2022 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 (Via Zoom)
Gary Grass – Assistant Secretary
John Genter – Assistant Secretary

thus, constituting a quorum.

Also present at the meeting were Hunter Hudson and Jeniffer Concienne with Willatt & Flickinger, PLLC, Andrea Wyatt and Mark Kestner with Murfee Engineering and Ronja Keyes with Inframark, LLC.

Attending via Zoom were Secretary Ron Meyer, Bill Flickinger with Willatt & Flickinger, PLLC, Allen Douthitt with Bott & Douthitt, PLLC and residents Leslie Daniel, Sandy Lake and Linda Alvarez.

3. CITIZEN COMMENTS

There were no citizen comments at this time.

4. MINUTES OF PRIOR MEETINGS

President Dennis Daniel had several revisions to the Minutes, as did Assistant Secretary John Genter. After discussion, President Daniel entertained a motion. Motion was made by

Assistant Secretary John Genter and seconded by Assistant Secretary Gary Grass to approve the October 18, 2022 meeting minutes as revised. The motion carried unanimously.

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

Bookkeeper Allen Douthitt discussed the financials with the Board. After discussion of the financials, President Dennis Daniel entertained a motion. Motion was made by Assistant Secretary Gary Grass and seconded by Assistant Secretary John Genter to approve payment of the invoices and per diems and authorize the fund transfers as discussed. The motion carried unanimously.

6. ITEMS FROM THE BOARD

- a. Requests for common area modifications
 - i. HOA Asphalt Walking Trail-110422
- b. Variances to Drought Contingency Plan requirements
- c. Flume Water Monitoring Agreement & Rebate Participation Agreement
- d. Replace dead trees around WWTP
- e. 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

Secretary Ron Meyer reported that the HOA submitted one application for common area improvements. The application is for an asphalt walking trail on Mary Elise next to the access road. Engineer Andrea Wyatt discussed the comments from her office and noted that the impervious cover will not impact the water quality pond. Secretary Ron Meyer provided additional information to Engineer Andrea Wyatt for their review of the application, which was very helpful. Engineer Andrea Wyatt noted that in the future, applicants should provide all that information with the application. There was discussion of erosion control measures, and Manager Ronja Keyes advised that this project can be added to the erosion control inspections list. After discussion, President Dennis Daniel entertained a motion. Motion was made by Secretary Ron Meyer and seconded by Assistant Secretary Gary Grass to approve the Mary Elise asphalt walking trail application with the note that inlet protection will be required of the stormwater structure on Mary Elise, that the construction area in the road should be cleaned up per the guidelines for erosion control and that they will use the Austin recommended silt fencing detail for the silt fence from the river rock to the existing trail to protect any erosion or run off from the construction area. The motion carried unanimously.

Assistant Secretary Gary Grass advised that there were no variances to consider in connection with the Drought Contingency Plan.

Assistant Secretary Gary Grass stated that the signed Flume contract is in the agenda package for information only. He will communicate with the HOA and post information on the District's website regarding the Flume project. President Dennis Daniel stated that he is the beta tester and it is working well.

President Dennis Daniel discussed replacing the dead trees around the WWTP. Sunscape Landscaping provided two proposals. After committee review, President Dennis Daniel recommends the following: 1) accept the option to extend and install three additional Yaupon trees to screen the remainder of the fence and 2) replace the Mexican Plum trees with Yaupon trees, not Crape Myrtle trees. Assistant Secretary John Genter visited with the residents in that area and they are pleased with the choice of Yaupons. The cost will be approximately \$10,000. The WWTP road improvements will be postponed so that this expenditure can be funded. The HOA will provide the irrigation for these trees. Assistant Secretary John Genter confirmed that those trees are drip irrigation. Engineer Andrea Wyatt commented that the irrigation will probably need to be extended for those additional trees. President Dennis Daniel stated that Sunscape will need to coordinate the irrigation with the HOA. After discussion, President Dennis Daniel entertained a motion. Motion was made by Assistant Secretary Gary Grass and seconded by Vice President Terri Purdy to accept the Sunscape Landscaping proposal with the option to extend and install three additional Yaupon trees to screen the remainder of the fence with additional irrigation, that they replace the Mexican Plum trees with Yaupon trees, not Crape Myrtle trees and that this project is funded by postponing the WWTP road improvements. The motion carried unanimously.

Vice President Terri Purdy advised that she is continuing to work on restructuring the District website so that it is more user friendly. President Dennis Daniel requested adding a report section so that residents can report issues directly to Inframark. Manager Ronja Keyes stated that her email can be provided in this section.

Assistant Secretary John Genter advised that after contacting Julie Collette at AJ Gallagher regarding the cybersecurity coverage, he is satisfied that the District has adequate insurance coverage.

7. ENGINEER'S REPORT AND REQUESTED APPROVALS

- a. Wastewater treatment plan
 - i. Wastewater Flows and Trends
 - ii. Odor Control Update and Recommended Improvements
 - iii. Noise Issues and Abatement Options
 - iv. Effluent Irrigation Improvements and Authorizations
- b. Water Supply and Distribution System Update
- c. Stormwater and Water Quality System Update
- 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

Engineer Andrea Wyatt presented information on the 210 conversion project. The estimated cost will be \$233,200.00. She would like to get the information to the committee to review by the end of the month. If that is an option, they could go to bid in December and possibly award the project in January. The construction will take approximately 20 weeks. Pumps will be the issue on the timeline. After discussion, President Dennis Daniel would like to shorten the bid period timeline. After discussion, President Dennis Daniel entertained a motion. Motion was made by Assistant Secretary Gary Grass and seconded by Vice President Terri Purdy to authorize the committee to proceed with the 210 conversion project and work with the engineer to review the construction documents and shorten the bid period timeline. The motion carried unanimously.

There was discussion of the noise issues and abatement options. Assistant Secretary John Genter inquired about the cover/enclosure of the unit. Engineer Andrea Wyatt discussed the proposal to hire an acoustic engineer for a more thorough examination of the unit and to report the findings. After discussion, motion was made by President Dennis Daniel and seconded by Vice President Terri Purdy to accept the proposal by Twin Customs LLC for the acoustic engineer's evaluation and report of the odor control unit noise issues in the amount of \$3,500. The motion carried unanimously.

Engineer Andrea Wyatt discussed a preliminary list of situations that could threaten the District's facilities and the protocols for the District's Wastewater System Emergency Response Plan. President Dennis Daniel advised that the committee would meet with Murfee Engineering to work on this list. Vice President Terri Purdy commented that she would like to see natural disasters v. failure of equipment separated out on the list.

8. 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
 - h. Authorizations for expenditures related to contracts, repairs, replacements, operation improvements and maintenance

Manager Ronja Keyes provided updates on the two odor unit motors that are out of service. The first motor is being shipped soon and the second is motor will be undergoing warranty work.

Manager Ronja Keyes then discussed the Executive Summary and stated that the water accountability is 98.94% for the month of October. Manager Ronja Keyes added a 3-month rolling average on the Water Accountability Report, along with meter read information.

annual chemical budget increased from \$2,800.00 to \$4,000.00. They have not had an increase for the last five years. There ^{has} also been another pond added to the schedule. Assistant Gary Grass stated that it is a 5% increase and it seems reasonable. After discussion, President Dennis Daniel entertained a motion. Motion was made by Assistant Secretary Gary Grass and seconded by Vice President Terri Purdy to approve the Aquatic Features, Inc. pond maintenance proposal for the District's four ponds as presented. The motion carried unanimously.

Inframark mailed out 10 delinquent letters and hung 7 door tags. However, there were no disconnects. President Dennis Daniel inquired about the 90+ day past due accounts. Manager Ronja Keyes advised that those accounts are builder accounts. President Dennis Daniel wants those accounts paid current as soon as possible. Secretary Ron Meyer stated that if the accounts exceed the deposit on file, the account should be disconnected. Manager Ronja Keyes will connect the builder on these past due accounts.

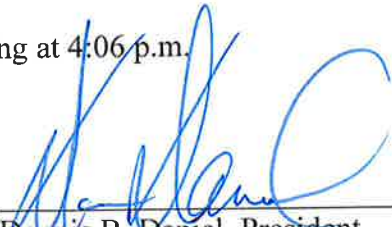
There was discussion of a homeowner on Mary Elise that constructed a drainage channel from their backyard through part of the greenbelt area. After discussion, President Dennis Daniel requested Manager Ronja Keyes to contact the HOA to have them look at this improvement since it is on HOA land.

9. ATTORNEY REPORT AND REQUESTED ACTIONS
a. Rate Order

Attorney Bill Flickinger reported that he has nothing to report.

10. ADJOURN

President Dennis Daniel adjourned the meeting at 4:06 p.m.



Dennis B. Daniel, President
Reunion Ranch WCID

ATTEST:



John Genter, Assistant Secretary
Reunion Ranch WCID

[SEAL]