

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 February 21, 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
Gary Grass – Assistant Secretary
John Genter – Assistant Secretary

thus, constituting a quorum. Secretary Ron Meyer was absent.

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

Attending via Zoom were Bill Flickinger with Willatt & Flickinger, PLLC and residents Sandy Lake, Mark Olsen and Patti Webster.

3. PUBLIC COMMENTS

No public comments were made.

4. MINUTES OF PRIOR MEETINGS

President Dennis Daniel entertained a motion to approve the minutes. Motion was made by Assistant Secretary Gary Grass and seconded by Assistant Secretary John Genter to approve the January 17, 2023 meeting minutes as presented. 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 with the Board. As previously requested, Mr. Douthitt added the column for Percent of Budget in the budgetary comparison schedule. The District's budget is \$8,000 to the good. Secretary Ron Meyer's per diem will be voided due to his absence. Central Bank's signature cards are ready for execution by the Board. After discussion of the financials, President Dennis Daniel entertained a motion. Motion was made by Assistant Secretary Gary Grass and seconded by Vice President Terri Purdy to approve payment of the invoices and per diems and authorize the fund transfers as discussed. The motion carried unanimously.

7. ORDER ESTABLISHING TER AND WASTEWATER SERVICE RATES, CHARGES, TAP FEES SOLID WASTE DISPOSAL/RECYCLING FEES AND ADOPTING GENERAL POLICIES WITH RESPECT TO THE DISTRICT'S WATER, WASTEWATER AND DRAINAGE SYSTEMS

President Dennis Daniel discussed the possible changes to the District's rate order. Bookkeeper Allen Douthitt reported on his spreadsheet that showed increases from 1% to 3% across the board. Assistant Secretaries Gary Grass and John Genter worked on increases to the rate order as well. One of the main goals is how to get to the targeted reserve within five years. Assistant Secretary John Genter noted that with the current inflation, the increase may need to go as high as 5% now but can always come back and lower the rate. Vice President Terri Purdy noted that the residents need to understand the rate increase and the lower tax rates that the District has. Bookkeeper Allen Douthitt discussed the HOA irrigation rate. After a detailed discussion, motion was made by President Dennis Daniel and seconded by Assistant Secretary Gary Grass to go with a 4% increase across the board on the rates and Bookkeeper Allen Douthitt will provide an equal cost to the HOA for irrigation and to have a public hearing on the rate order next month to consider is adoption. The motion carried unanimously. President Dennis Daniel would like to invite residents to attend on this topic. Vice President Terri Purdy stated that she will draft communication for this to post on the District's website.

8. ITEMS FROM THE BOARD

- a. Requests for common area modifications
- b. Variances to Drought Contingency Plan requirements
- c. Possible conveyance of common areas from Reunion Ranch HOA to the District
- d. 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

President Dennis Daniel stated that the possible conveyance of common areas from the HOA to the District will be tabled until the HOA decides what they want to deed to the District and then at that time, a committee will be appointed to review this matter. Attorney Bill Flickinger discussed the prior conveyance of the common areas from the developer to the HOA.

Vice President Terri Purdy inquired about communication on the new lockbox. Manager Ronja Keyes stated that they are still working on this transition and will provide that to her when it is received.

President Dennis Daniel advised that since the joint meeting with the HOA, the District is proceeding with the wastewater effluent reuse project.

9. 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. MEC proposal for re-bidding contract
 - v. MEC proposal for renewal of TLAP
- 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

Engineer Mark Kestner wished to correct a statement in the engineering report. There will not be a TCEQ violation in regard to the BOD limits as noted in the report. There are two permits active. One permit is for the WWTP and the other is for the effluent use. A violation would only occur if effluent was pushed through the system.

President Dennis Daniel noted that on the projects chart, the storage shed project at the WWTP should show it was pushed back to a 2024 completion timeline. He also discussed the Per LUE Water Use Trend chart and Wastewater Flow Chart. Engineer Andrea Wyatt noted that the legend is confusing and she will clean it up for the next meeting. President Dennis Daniel wanted to discuss the uptick in wastewater flows. It is about 3,000 gpd more than last year. This appears to be related to the cold snaps and residents dripping their faucets, however the District should keep an eye on this matter.

Vice President Terri Purdy asked about the odor control unit and if this will be fixed prior to the weather turning hot again. Engineer Andrea Wyatt stated that they filed a warranty claim

for both units. The manufacturer is being slow to respond. President Dennis Daniel asked about any recourse since the unit is not working as designed. He asked the consultants to put more pressure on them to respond. Engineer Andrea Wyatt discussed the possibility of replacing the motors with an alternate unit that the District purchases, but will not be able to work under the warranty. Engineer Mark Kestner stated that they will apply some pressure to the manufacturer to try to get a response. Assistant Secretary Gary Grass inquired about the conveyor. Engineer Andrea Wyatt explained that the conveyor is not yet on site. President Dennis Daniel noted that Manager Ronja Keyes was able to obtain a quote for the concrete pad for the dumpster, which was under the authorized amount so she can proceed accordingly.

10. 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. Winter ice storm cleanup
- j. Emergency notifications

Manager Ronja Keyes presented the Executive Summary as included in the agenda package.

Assistant Secretary John Genter noted the decrease in water accountability from over 100% to 97%. Manager Ronja Keyes stated that it is probably a timing issue on reading the meters.

President Dennis Daniel discussed the 12 Month Billing History by Category chart and asked if a rolling 3-year history could be included on the report as well. The wastewater uptick could also be new residents coming online. President Dennis Daniel also discussed the 90-day delinquency account. Manager Ronja Keyes reported that the resident is currently on a payment plan.

Manager Ronja Keyes discussed the ice storm clean up. The District's landscaper is trying to find a chipper for the cleanup, as that may be a less expensive option to get the storm debris cleaned up. If he cannot find a chipper, he will collect the debris and will have to haul it off, which will also include a dump fee. Assistant Secretary John Genter noted that Urban Dirt is helping the HOA with their cleanup and is it possible for the District to work with them on the clean up as they are already on location. Manager Ronja Keyes will report back on the costs when she hears from Zane Furr. After discussion, President Dennis Daniel entertained a motion.

Assistant Secretary Gary Grass would like to authorize up to \$10,000 expenditure for the ice storm clean up done by the District's landscaper, Zane Furr. Assistant Secretary John Genter would like to amend that amount to \$6,000. Sandy Lake with the HOA asked about the area that the District will be responsible for cleaning up at the front of the District behind the white wall. President Dennis Daniel discussed same. After discussion, motion was made by Assistant Secretary Gary Grass and seconded by Assistant Secretary John Genter to authorize up to \$6,000 for Zane Furr to clean up the debris from the ice storm. The motion carried unanimously.

President Dennis Daniel discussed emergency notifications to the residents. He would like to see an emergency texting system. Manager Ronja Keyes is working on some options for emergency texting and will follow up on this matter at next month's meeting. Vice President Terri Purdy discussed a service called WarnCentralTexas.org. This will be a one service for all emergencies. Residents would have to opt in to use this service. Manager Ronja Keyes will also look into this service for discussion at the next board meeting.

Sandy Lake mentioned that the HOA is open to working with Inframark on the community event.

11. ATTORNEY REPORT AND REQUESTED ACTIONS

Attorney Bill Flickinger stated he has nothing to report.

12. ADJOURN

President Dennis Daniel adjourned the meeting at 3:58 p.m.



Terri Purdy, Vice President
Reunion Ranch WCID

ATTEST:



Ronald F. Meyer, Secretary
Reunion Ranch WCID

[SEAL]