

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 March 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
Ron Meyer - Secretary
Gary Grass – Assistant Secretary
John Genter – 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, Andrea Wyatt and Mark Kestner with Murfee Engineering and Ronja Keyes with Inframark.

Attending via Zoom were Bill Flickinger with Willatt & Flickinger, PLLC, Allen Douthitt with Bott & Douthitt, PLLC, President Dennis Daniel, Assistant Secretary John Genter and residents Sandy Lake, Pattie Webster and Debbie Henley.

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 Secretary Ron Meyer and seconded by Assistant Secretary Gary Grass to approve the February 16 and February 21, 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. Year to date, the District's budget looks good. Mr. Douthitt discussed the payment to the LCRA for going over the annual amount for the District's water reservation. President Dennis Daniel inquired as to why the District used more water than it has reserved. Engineer Andrea Wyatt will review the LCRA invoices to determine the cause. There was discussion that it could have been from the number of pools that have been installed. Manager Ronja Keyes will pull the pool information for review as well. President Dennis Daniel stated that the District needs to be sure that it is not under reserving the amount of water it needs. Assistant Secretary John Genter inquired about the amount of taxes that has been collected at this time. Bookkeeper Allen Douthitt noted that the District has been historically good on its tax collections. After discussion of the financials, motion was made by Assistant Secretary Gary Grass and seconded by Secretary Ron Meyer to approve payment of the invoices and per diems and authorize the three 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

Vice President Terri Purdy reported on the new lockbox mailing address and reported that information on this change will be posted on the District's website. She also discussed the WarnCentralTexas alerts that can be used for emergencies. In her review, she determined that there is an annual membership fee, which she believes is \$500 and there might also be a fee for specific notices. She will continue to research this option. President Dennis Daniel stated that this is a good choice for getting emergency notices out as they have been around for a long time. Assistant Secretary John Genter stated he likes the idea of a single tool for all notifications. Vice President Terri Purdy will report more details at the next board meeting. There was also discussion of getting notification of the upcoming rate increase consideration on the District's website so that the residents can be prepared to attend the next board meeting if they choose to do so.

President Dennis Daniel stated that the District received an out-of-district service request. Manager Ronja Keyes has asked the requestor for more information but has not yet heard anything further.

President Dennis Daniel stated that he is continuing to coordinate with the HOA on use of effluent.

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. MEC proposal for re-bidding contract
 - v. MEC proposal for renewal of TLAP
 - vi. Mapping of effluent irrigation system
- 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 reported on the engineer's report as included in the agenda package.

Engineer Mark Kestner reported on the odor control and noise issues. New fans were installed and that has seemed to cure both the odor and noise issues. President Dennis Daniel asked that they reach out to the owner that had the complaint to report on the conclusion. Assistant Secretary John Genter asked about the effluent quality data and permitted limits. President Dennis Daniel asked what the Inframark operators think about the numbers being over the limit. Manager Ronja Keyes stated that they are not sure why the BOD is high because the WWTP seems to be operating as intended. Engineer Mark Kestner stated that with these limits, the District would not have been able to use the effluent for irrigation. Engineer Andrea Wyatt discussed the possibility of sampling more frequently and looking at the aeration. President Dennis Daniel encourages the District Manager and Engineer to be aggressive on finding out what is causing this issue and noting that Inframark has the authority up to \$5,000 to get it figured out. Engineer Andrea Wyatt stated that maybe sampling twice per day is needed.

Engineer Mark Kestner will provide copies of the proposals for the TLAP permit renewal and lead copper revision rule to the Board for consideration at the next board meeting.

There was discussion of the status for re-bidding the effluent irrigation improvements. The engineers discussed the delivery point location. President Dennis Daniel stated that this project needs to get underway quickly. Motion was made by President Dennis Daniel and

seconded by Assistant Secretary Gary Grass to delegate approval of the re-bidding package to the utility operations committee. The motion carried unanimously.

Assistant Secretary Gary Grass indicated there was an issue with the project's spreadsheet. Engineer Andrea Wyatt will send a correct spreadsheet for review.

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

Manager Ronja Keyes reported that the proposal for the aerator motor and impeller for the sludge storage basin mixer came in under budget at \$11,537.08. Motion was made by President Dennis Daniel and seconded by Assistant Secretary Gary Grass to approve the proposal submitted by Aqua Aerobic Systems. The motion carried unanimously.

There was discussion about Inframark no longer having an office at the Belterra location. Manager Ronja Keyes stated that this will not have an impact on the District's operations. That office did not have a lot of District traffic. Manager Ronja Keyes stated that the few customers that paid their utility bill in person will be contacted directly. Inframark's website was updated to remove that office location. All information for the District including applications is posted on Inframark's website.

The Board discussed the status of the storm cleanup. Manager Ronja Keyes discussed the breakdown of estimates received from Zane Furr. For all areas that Zane Furr has noted, it will be approximately \$15,000. Urban Dirt was charging the HOA \$2,000 per day for its cleanup efforts. President Dennis Daniel asked Sandy Lake about the status of the HOA's efforts. Sandy Lake indicated that it will be several more weeks before the HOA is finished with its cleanup, and they are also looking for some clarification on what the District is responsible for cleaning up. As previously discussed, the District will be responsible for the drip fields, pond areas and fence line to fence line at the entrance to the subdivision. The area along 1826 will be cleaned up by TxDOT. Manager Ronja Keyes will coordinate the cleanup with HOA's landscape committee.

A good rule is that if the HOA maintains an area, they clean it up, if the District maintains an area, they clean it up. It was agreed that a map would be very helpful to all parties. After discussion, motion was made by President Dennis Daniel and seconded by Assistant Secretary Gary Grass to authorize Zane Furr to clean up the WWTP, ponds & easements for \$3,000 and work on producing a map on those boundaries. The motion carried unanimously.

Manager Ronja Keyes discussed the weekly erosion control inspections and recommends the inspections be reduced to once or twice a month going forward. There is no longer a need for weekly inspections. One inspection is included in the District's monthly base fee. By reducing the number of inspections, it could save the District \$500 per month. The Board agreed to once a month erosion control inspections.

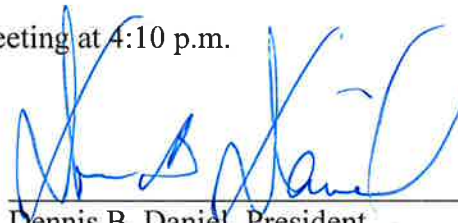
Lastly, Manager Ronja Keyes reported that the construction of the concrete pad for the sludge box will commence today.

10. ATTORNEY REPORT AND REQUESTED ACTIONS

Attorney Bill Flickinger reported that the directors' lot has been conveyed to the HOA as of November, 2022. The clause on District approval of construction/improvements was not included in the deed as it was on all the other common areas that were conveyed to the HOA.


11. ADJOURN

Vice President Terri Purdy adjourned the meeting at 4:10 p.m.



Dennis B. Daniel, President
Reunion Ranch WCID

ATTEST:



John Genter, Assistant Secretary
Reunion Ranch WCID

[SEAL]