

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 June 18, 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
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, Mark Kestner and Jose Murga with Murfee Engineering Company.

Attending via Zoom were Bill Flickinger with Willatt & Flickinger, PLLC, Allen Douthitt with Bott & Douthitt, PLLC, Makenzi Scales with Inframark and resident Leslie Daniel.

3. PUBLIC COMMENTS

No public comments were made.

4. MINUTES OF PRIOR MEETINGS

Vice President John Genter provided revisions to the minutes. President Dennis Daniel entertained a motion.

Motion: Approval of the May 21, 2024 meeting minutes as corrected.

**Motion by: Vice President John Genter
Second by: Assistant Secretary Mark Olson
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. There was a negative delta for the District's maintenance charges. Those charges are detailed on the invoice. The District is 95.8% collected on its taxes. There is still \$113,000 outstanding, of which when collected, \$44,000 will go in the operating fund. President Dennis Daniel would like to hear an explanation on the sewer repairs and pond maintenance costs. Managers Dragan Sonnier and Makenzi Scales discussed the maintenance charges, in particular the belt press and sludge hauling charges. Manager Makenzi Scales reported that two of the District's ponds needed a lot of maintenance due to the amount of sediment buildup and being out of compliance with the TCEQ permit. There was 6" of sediment removed from one of the ponds due to the recent rainfall and significantly more work in the other pond. President Dennis Daniel asked Inframark to remain diligent on erosion controls. President Dennis Daniel asked that Makenzi Scales send out the pictures of the work done on the ponds. Assistant Secretary Mark Olson asked which two ponds had the work done. Managers Dragan Sonnier and Makenzi Scales reported the pond were on Katie Drive and Jacksdaw Drive. President Dennis Daniel noted that the one on Katie Drive is not a pond, it is a sedimentation basin.

Bookkeeper Allen Douthitt reported that the LCRA invoice was processed through Secretary Gary Grass as directed at last month's board meeting.

After discussion, President Dennis Daniel entertained a motion.

Motion: Motion to approve District financials and authorize payment of vendor invoices and per diems, except for payment to the LCRA.

**Motion by: Secretary Gary Grass
Second by: Assistant Secretary Eric Hart
The motion carried unanimously.**

Motion: Motion to ratify payment to the LCRA as presented.

**Motion by: Secretary Gary Grass
Second by: Vice President John Genter
President Dennis Daniel abstained from the vote. The motion carried.**

Motion: Motion to approve the fund transfers as presented.

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

7. ITEMS FROM THE BOARD

- a. Requests for common area modifications
- b. Variances to Drought Contingency Plan requirements
- c. Watering restrictions and enforcement
- d. Overall plan to improve wastewater plant efficiency and effluent irrigation
 - i. Proposals for construction of effluent irrigation facilities
 - ii. Contract for construction of effluent irrigation facilities
- e. Committee Reports
 - i. Communications
 - ii. Operations
 - iii. Land Use & Water Quality
 - iv. Finance, Budget & Audit
 - v. Water Conservation & Drought Management
 - vi. Contractors' Review
 - vii. Agenda Review

Item 7a was not discussed.

President Dennis Daniel discussed Items 7b & c. The LCRA moved back to Stage 1 watering restrictions due to the recent rainfall. The WTCPUA has not yet considered moving to Stage 1. The District will remain in Stage 2 until the WTCPUA makes a final decision. When appropriate, the Water Conservation & Drought Management committee can approve the stage change. Assistant Secretary Mark Olson asked if the appropriate signage was ready to go when the stage changes. Manager Dragan Sonnier advised that the Stage 1 signs are ready, but the Stage 3 signs have been put on hold. Engineer Mark Kestner reported that he spoke with the LCRA and they are ok with the HOA watering once per week for each zone. The LCRA recommended an Appendix to the Drought Contingency Plan with the custom watering schedule for the HOA. If the Board would like to proceed in this direction, Stacy Pandy with the LCRA can review the draft Appendix. President Dennis Daniel discussed the amount of time to run the HOA's cycles. This might be moot if the District moves to Stage 1. Attorney Bill Flickinger noted that if an Appendix is added to the Drought Contingency Plan, it will be considered an amendment to the Drought Contingency Plan and the District will need to hold a public hearing and publish a summary in the newspaper. Attorney Bill Flickinger's suggestion would be to consider a variance instead of an amendment. President Dennis Daniel agreed with that suggestion.

Engineer Mark Kestner reported on Item 7d regarding the overall plan for wastewater plant efficiency and effluent irrigation. A draft plan was sent to Malone/Wheeler for review as

they requested a change to the connection point for the effluent. Engineer Mark Kestner believes it is better to leave the connection point up front to protect the District's facilities. President Dennis Daniel asked that a meeting be scheduled between Murfee Engineering, Malone/Wheeler and the Operations committee to keep this project on schedule and to work out the details.

In connection with the Committee reports, the following were discussed.

Assistant Secretary Mark Olson stated that he met with Vice President John Genter to talk about District communications, including the District's website and organization of documents posted on the website. There was discussion by Manager Dragan Sonnier on the friendly notices of watering restrictions that were sent to residents.

Secretary Gary Grass reported that a resident is requesting access through the District's land and the HOA's common area to install a swimming pool. Manager Dragan Sonnier advised that the resident has not yet submitted the appropriate pool application and access request forms. President Dennis Daniel stated that the committee, along with the Board will want to review this request in detail as there are too many assets along the route that the resident is requesting access to. After discussion, there will be no action on this matter as the pool application and access request form has not yet been received. Since the District is still in Stage 2 watering restrictions, a variance will also need to be requested. Secretary Gary Grass has serious concerns for access over the berm. If the HOA is going to approve this request, the District will need to see it in the HOA minutes. The District's Manager and Engineer will need to review the route and determine an appropriate deposit for any damage that might be caused to the District's facilities.

Assistant Secretary Eric Hart has reviewed the District's finances and has no further questions or concerns at this time. There was discussion of the upcoming budget process. The consultants will need to provide their numbers to the committee. Attorney Bill Flickinger stated that the District's fiscal year begins on October 1st. Bookkeeper Allen Douthitt stated that once the certified tax values are received, which is usually the last week in July, he will start the process of drafting the budget for discussion. By September 15th, the annual budget and tax rate will need to be adopted. There was discussion of conservation and water revenue and the effect that it might have on the financials.

8. ENGINEER'S REPORT AND REQUESTED APPROVALS

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

Engineer Mark Kestner discussed his report with the Board.

The SCADA integration of the weir readings is underway as well as recapture of historical flows. Manager Makenzi Scales stated that something happened to the SCADA system, as the operator noted it is not recording accurately. This issue will not be covered under warranty as too much time has passed. There was discussion of the District's actual flow, which should be around 59,000 to 61,000 gpd. Engineer Mark Kestner advised that the actual number can be determined from the meter on the flow line and the meter in the tank. President Dennis Daniel stated that the District has a tight system and wants a good number.

President Dennis Daniel thanked Inframark as the operations have been meeting the 210 permit limits. He also stated they did a good job with the Effluent Composite Chart.

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
- i. Leak adjustment procedures
- j. Authorizations for expenditures related to contracts, repairs, replacements, operations improvements and maintenance

Manager Dragan Sonnier discussed the summary of activities since the last board meeting.

The Stage 1 watering restriction signs have been ordered.

All facilities are in compliance for the month. The wastewater plant is running at 77.5% capacity, which equates to an average of 61,971 gpd, for a monthly total of 1.92 MG.

In regard to the bar screen repair, the contractor reiterated that they are still waiting for the mesh to be delivered before the repair can be made.

Manager Dragan Sonnier discussed the status of the weir meter. Inframark's operations manager has been in contact with the original SCADA installation company and tech support. The weir meter is reading accurately after being calibrated, however the SCADA reads are not reflecting correctly. Inframark will continue to pull manual reads.

Manager Dragan Sonnier discussed the process for the adjustment request from last month. As the Board will recall, a resident whose sprinkler controller malfunctioned caused extremely high run times and resulted in their water bill being \$1,317. After discussion, this issue appears to be a user error which resulted in about 84,000 gallons of irrigation/excess water over a course of a month. The Board feels for the resident, but this issue does not qualify as a leak adjustment. Attorney Bill Flickinger noted that this water use was beneficial to the resident and

the Board should be cautious about issuing an adjustment and setting a precedent. If an adjustment is made in this case, it must be made in other cases involving user errors that do not qualify as leaks. Inframark stated that other water districts do not consider these types of adjustments, nor do they charge at the lower tier, due to the water being used. Assistant Secretary Gary Grass noted that this resident threatened legal action if the matter did not conclude in their satisfaction. Attorney Bill Flickinger reported that an attorney has not contacted our office on this matter and this matter should go through the District's Manager in the normal process.

After review and discussion, President Dennis Daniel entertained a motion.

Motion: Motion to follow the District's Rate Order, which does not qualify the requested adjustment as a leak and to deny the request.

Motion by: Vice President John Genter
Second by: Assistant Secretary Mark Olson
The motion carried unanimously.

President Dennis Daniel asked that Inframark offer an extended time to pay the amount. Manager Makenzi Scales stated that they will contact the resident and will offer an extended payment plan for up to one year.

Vice President John Genter asked if there have been any responses to the friendly water restriction violation notices that have been issued and Manager Dragan Sonnier reported there have not. Assistant Secretary Mark Olson discussed the notices and the process of observation of those violations. This notice is just a "friendly reminder." When Inframark observes a watering restriction, the official first notice in the form of a letter will be sent to the resident with detailed information including photos.

President Dennis Daniel discussed the reporting on the permit levels chart and would like to include actuals and compliance status for SADDs, 210 and turbidity. Engineer Mark Kestner advised that this chart is for the wastewater plant which runs on a different requirement. Manager Makenzi Scales will add that information to the next report as requested.


Assistant Secretary Mark Olson inquired about The Reserve (gated) section in the District. There is a stormwater inlet that needs maintenance as it appears to be clogged up with old mesh and wire. The construction in that area is complete and the material should have been removed already. He asked who is responsible for that maintenance. President Dennis Daniel stated that the District is not responsible as that section has private streets. Attorney Bill Flickinger advised if the stormwater inlet is included in the District's system, then the District will be responsible for the maintenance. A diagram of the District's drainage system will need to be obtained by Inframark and/or Murfee Engineering so that this matter can be reviewed. Engineer Mark Kestner stated if a contractor put up erosion control, they should have taken it down once the construction was completed. Assistant Secretary Mark Olson provided the location to Inframark so that they could take a look at it. President Dennis Daniel asked that Inframark go ahead and get it cleaned up in the meantime.

10. ATTORNEY REPORT AND REQUESTED ACTIONS

Attorney Bill Flickinger had nothing to report.

11. ADJOURN

President Dennis Daniel adjourned the meeting at 4:55 p.m.



Dennis B. Daniel, President
Reunion Ranch WCID

ATTEST:



Gary Grass, Secretary
Reunion Ranch WCID

[SEAL]