

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 19, 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 and Chris Rosales and Bryce Canady 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 residents Leslie Daniel and Ron Meyer.

3. PUBLIC COMMENTS

No public comments were made.

4. MINUTES OF PRIOR MEETINGS

President Dennis Daniel entertained a motion for approval of the minutes.

Motion: Approve the October 15, 2024 meeting minutes as presented.

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

5. UPDATES REGARDING REUNION RANCH HOA MATTERS

Vice President John Genter reported that the HOA has not yet appointed a designated member to provide HOA updates. For now, Vice President John Genter will share the District's updates with Blake Gentry.

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

Bookkeeper Allen Douthitt discussed the financials through September. The annual audit is being prepared and the auditor will present the audit at the January or February board meeting for consideration. There was discussion of the District's budget items and reserves. Assistant Secretary Eric Hart asked about the water service reserves versus water sales. Bookkeeper Allen Douthitt explained that he budgets for a 10% water loss. President Dennis Daniel stated that Bookkeeper Allen Douthitt budgets conservatively for the District and it is much appreciated. There is \$20,000 of District taxes that are outstanding, equaling a rate of collection at 99.26%. There is still \$15,000 of uncollected taxes from prior years. This may be due to homeowners deferring their taxes or disputing them and not just being delinquent. Assistant Secretary Mark Olson inquired about the AT&T invoices. Manager Makenzi Scales reported that these invoices relate to the landlines at the lift stations, which allow the system to call out when there are alarms at the facilities. President Dennis Daniel noted the District's Quarterly Investment Report as included in the bookkeeper's report.

After discussion, President Dennis Daniel entertained the following motions.

Motion: Approve the District's Quarterly Investment Report as presented.

**Motion by: President Dennis Daniel
Second by: Secretary Gary Grass
The motion carried unanimously.**

Motion: Approve the District's financials and authorize payment of vendor invoices, per diems and submitted pool deposits and authorize fund transfers as discussed, except for payment to the LCRA.

**Motion by: President Dennis Daniel
Second by: Vice President John Genter
The motion carried unanimously.**

Motion: Ratify and confirm payment to the LCRA as previously approved by Secretary Gary Grass.

**Motion by: Vice President John Genter
Second by: Assistant Secretary Eric Hart
President Dennis Daniel abstained. The motion carried.**

7. ITEMS FROM THE BOARD

- a. Requests for common area modifications
- b. Variances to Drought Contingency Plan requirements
- c. Public Hearing on Drought Contingency Plan
- d. Amendment to Drought Contingency Plan
- e. Overall plan to improve wastewater plant efficiency and effluent irrigation
- f. Bott & Douthitt Bookkeeping Services Contract Amendment
- g. Rate Order
- h. Enforcement of drought, erosion control and pool restrictions
- i. Committee Reports
 - i. Communications
 - ii. Operations
 - iii. Land Use & Water Quality
 - iv. Finance, Budget & Audit
 - v. Water Conservation & Drought Management
 - vi. Contractors' Review

Secretary Gary Grass discussed Item 7a and noted that resident Ron Meyer was in attendance on Zoom. There was a brief discussion regarding a homeowner who has not submitted an application for a swim spa that was installed in their backyard. Secretary Gary Grass reported they spoke with the homeowner and were able to get everything cleaned up.

There was no discussion on Item 7b.

Items 7c & d were discussed together. President Dennis Daniel reported that the WTC PUA met yesterday and moved back to Stage 1 watering restrictions and revised its Drought Contingency Plan. Attorney Bill Flickinger received the WTC PUA notice advising that they were moving to Stage 1. The Board committee is authorized to move into a different Stage but wanted to take this time to bring it to the Board since it was short notice. The District will need to comply with the WTC PUA's plan or be at least as stringent. Attorney Bill Flickinger went through the proposed changes. The changes that need to be addressed today include changing the watering hours in the year-around schedule to 6AM-10AM and 7PM-10PM. This is due to the WTC PUA wanting to fill the tanks at night. The hours are also changed in Stage 1 to 6AM-10AM and 7PM-10PM. In Stage 2 the provision for no irrigation from November to February has been removed. However, this will need to be added in Stage 3 in the District's Drought Contingency Plan. The WTC PUA also added provisions to recreational areas. Attorney Bill Flickinger recommends

making the changes to the District's Drought Contingency Plan as discussed and authorization for the President and/or Vice President to make any additional changes as needed.

President Dennis Daniel opened the public hearing on the Drought Contingency Plan.

Resident Ron Meyer stated that it is difficult to adhere to the split watering hours as proposed and asked if the District can compromise and change the watering hours to not have the split schedule, however, keep the same amount of time for watering. Another aspect is that it is difficult to program the irrigation controller for a split period. Resident Leslie Daniel agrees that the split hours are confusing but is not sure the District can do anything about it. On the permanent year around restrictions, should the language say "recommended" watering hours as stated or should "recommended" be taken out. Attorney Bill Flickinger advised that the hours are specific to facilitate filling the WTC PUA's tanks and does not believe the District has flexibility on the hours.

After the comment period, President Dennis Daniel closed the public hearing on the Drought Contingency Plan.

Vice President John Genter commented that the District needs to stay with what the WTC PUA says on hours but delete the reference to "Recommended" in the Permanent Watering Restriction times. The District can provide information on how to change your irrigation controller to abide by this schedule. Assistant Secretary Mark Olson agrees and asked about the signage. Assistant Secretary Eric Hart agrees as well. President Dennis Daniel stated in February or March he committed to sending out information on setting irrigation controllers and will work with Assistant Secretary Mark Olson on that information.

After discussion, President Dennis Daniel entertained the following motions.

Motion: Approve the Resolution Adopting Amended Drought Contingency Plan as discussed.

Motion by: President Dennis Daniel
Second by: Assistant Secretary Gary Grass
The motion carried unanimously.

Motion: Approve moving back to Stage 1 watering restrictions as shown in the District's Amended Drought Contingency Plan.

Motion by: President Dennis Daniel
Second by: Assistant Secretary Mark Olson
The motion carried unanimously.

Engineer Chris Rosales discussed item 7e, relating to the solicitation of bids for the Phase II portion of the Wastewater Plant Efficiency Plan - 210 irrigation project for piping. He presented the plans of the project for review. They are expecting to receive bids on this project by December 10th. By the December meeting, he should have a contract drafted for approval. Vice President of

Operations & Development at Murfee Engineering, Bryce Canady discussed the project plans with the Board and its coordination with Malone/Wheeler. There was solicitation sent to six (6) contractors for this project. Engineer Chris Rosales presented a contractor's list of confirmed and unconfirmed bidders. President Dennis Daniel inquired about the engineer's cost estimate on this project and Engineer Chris Rosales stated it was budgeted for \$150,000. Bryce Canady is hopeful that the cost will come in lower than \$150,000. There was discussion of the information contained in the Operational and Capital Projects chart needing to be updated. Bryce Canady advised that they could upload this information in a Gantt Chart instead of the current format. President Dennis Daniel liked that idea. The electrical in Phase I is being completed soon and will tie in nicely with Phase II of the project. Engineer Chris Rosales stated there are additional delays in receiving the skid. Shipment of the skid should now occur right before Christmas. President Dennis Daniel asked about the planned completion dates for Phases I & II, as well as the operational date. As of now, it appears that Phases I & II will be completed and in operation by spring of 2025. For Phase I the District will still need to solicit bids for the installation. Bryce Canady stated that they might be able to utilize the same contractor that is used in Phase II. President Dennis Daniel noted that the make-up water for the irrigation needs to be done by 2025, not 2026. This is very important as the District does not have enough effluent for all of the irrigation areas.

Vice President John Genter had nothing to report on for Item 7f.

Assistant Secretary Eric Hart discussed Item 7g, relating to the District's Rate Order. The committee met yesterday to go over the updated fees as provided by Inframark. There was discussion of the costs for turn-on/off services to the homeowners, security deposits and meter testing/re-reads. The Board went through the red-lined version of the Rate Order in detail and provided comments and feedback.

After discussion, President Dennis Daniel entertained a motion.

Motion: Approve the revised Rate Order with the changes as discussed today.

Motion by: President Dennis Daniel

Second by: Secretary Gary Grass

The motion carried unanimously.

President Dennis Daniel discussed Item 7h, relating to enforcement of drought, erosion control and pool restrictions. By the December board meeting, we would like Inframark to prepare a detailed document showing their enforcement and inspection activities for violations of watering, erosion control and pool construction.

Manager Makenzi Scales discussed the PFAS letter as included in the agenda package. President Dennis Daniel asked if the District has to take action on this now. Manager Makenzi Scales advised there was no action needed, the Board will just need to acknowledge that they have reviewed it. President Dennis Daniel asked for any comments or questions in connection with this notification. Manager Makenzi Scales noted that additional guidance from the EPA is forthcoming. The EPA will be using TCEQ for enforcement measures. There are two new regulations for districts that provide water regardless of whether it is through a wholesale contract

or local facility. Inframark will provide these services to the District. President Dennis Daniel discussed the additional testing, protocols and what to do about it that will be a result of these new regulations. The District and WTC PUA will not likely have any issues.

The Board then discussed their committee reports.

Assistant Secretary Mark Olson reported that per his request, Inframark sent out an e-mail blast on winter averaging any may send another email blast noting the meter read dates. Assistant Secretary Eric Hart asked if the email address for Inframark, csaus@inframark.com can be changed to something more user friendly, as it is confusing and does not show up as anything relating to Reunion Ranch. Manager Dragan Sonnier advised he will look into that request.

Secretary Gary Grass reported that the quarterly outfall inspection report will show up in the December agenda package under the Manager's Report.

8. ENGINEER'S REPORT AND REQUESTED APPROVALS

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

President Dennis Daniel asked if there are any highlights that need to be addressed in the Engineer's Report.

Bryce Canady reported that the District's TLAP is being processed through the TCEQ. President Dennis Daniel asked if any issues arise, to please inform the committee as soon as possible.

Engineer Chris Rosales asked if the Board would like to continue to see the graphs that are included in the Engineer's Report. President Dennis Daniel said yes, as they help him watch the water usage in the District. Overall water use is looking good. The wastewater flow peaks do not make sense and Engineer Chris Rosales stated that instead of adding the note on the peaks, it was removed from the graph. President Dennis Daniel said that instead of removing the peaks, he would refer they are left in but add a notation at the bottom of the graph that the peak was an error. Bryce Canady asked Manager Dragan Sonnier about the measuring device on the weir meter. Manager Dragan Sonnier was not sure but will get with operations to determine the answer. The meter may need to be calibrated to be sure the readings are accurate. President Dennis Daniel discussed the history of issues with the wastewater flow and is sensitive to the readings. There was discussion of the Effluent Composite Chart and its readability. The consensus was that it was hard to read. Murfee will clean the chart up for ease of reading. President Dennis Daniel previously asked for a separate chart for each parameter, even if it is small. This request will include five charts being created without the data points included on them. The Board discussed the BOD level trending high.

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; charges to builders
- i. 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 gate at the lift station on Adam Court is in need of repair. The wooden frame has rotted and caused the gate to lean. Two quotes have been received to rebuild the gate as is with a wooden frame and one with a steel frame. The Board discussed the best option. President Dennis Daniel asked for Inframark's recommendation and Manager Dragan Sonnier recommend the steel frame.

After discussion, President Dennis Daniel entertained a motion.

Motion: Approve the proposal submitted by G-Square Consulting for replacement of the gate at the Adam Court lift station with a steel frame in the amount of \$2,922.75.

Motion by: Assistant Secretary Mark Olson

Second by: Vice President John Genter

The motion carried unanimously.

Manager Dragan Sonnier reported on issues with the SBR #1 mixer. The mixer is tripping for overload and will need to be pulled so that it can be inspected and cleaned. President Dennis Daniel asked if this mixer is different than the one that failed before and would like more information as to why these are failing and the root cause of these failures. Manager Dragan Sonnier believes it is a different mixer and will provide additional information on this matter. President Dennis Daniel advised that this issue could be the cause of the elevated BOD. Bryce Canady stated that they will coordinate with Inframark and go out and take a look at the situation.

After discussion, President Dennis Daniel entertained a motion.

Motion: Defer this action and authorize the Operations Committee to approve the expenditure in the amount of \$4,472.00 to pull the anoxic SBR basin mixer out for inspection and cleaning due to tripping for overload as discussed above, upon further explanation by Inframark and Murfee Engineering.

Motion by: Assistant Secretary Gary Grass
Second by: Assistant Secretary Mark Olson
The motion carried unanimously.

The bar screen repair should now be completed by November 21st per the contractor.

There was discussion of three grinder pumps needing repair/replacement. It appears that the damage was caused by grease being put down the system and has voided the warranty on the grinder pumps. The three pumps will be repaired and two of those will be put back to be spares. There was discussion of sending out information on grinder pumps to the residents. Inframark will provide the grinder pump letter to the committee for review. There was discussion of homeowner paying for the repair if the warranty is voided due to grease. In that case, that provision must be included in the District's Rate Order.

After discussion, President Dennis Daniel entertained a motion.

Motion: Approve three (3) HydroSource proposals for repair of the grinder pumps in the amounts of \$4,908.42, \$1,615.29 and \$1,325.24 as discussed.

Motion by: President Dennis Daniel
Second by: Vice President John Genter
The motion carried unanimously.

Manager Dragan Sonnier presented a proposal from Hach that includes a one-year service for calibration of various meters. The Board inquired about this proposal and what it was for and if the District had contracted with this company in the past, as it did not seem familiar. President Dennis Daniel stated that the Board needs additional information on this proposal. Therefore, this topic was tabled until the December board meeting.

Manager Dragan Sonnier provided an update on the tracking meter. Inframark believed that an irrigation line was tied into the tracking meter located at the wastewater treatment plan, but upon further investigation, there was a leak next to the drip skid. The leak was repaired and the tracking meter should be accurate. The reporting for next month should be correct. President Dennis Daniel noted that the tracking meter was not reading inaccurately, it was showing high usage because a HOA irrigation line was tied to it in error and then it also had a leak. Assistant Secretary Gary Grass asked about the HOA water consumption and the cost for that water. It appears that the HOA should be paying for that water consumption. Vice President John Genter stated that it was a lot of water that did not get billed. Vice President John Genter also stated that the District needs to know if the tracking meter was actually connected to the HOA irrigation line and if so, what work was done to correct it, from a billing prospective, how did that get corrected, how much water was lost during the leak and how was that fixed. Manager Dragan Sonnier will get those answers and provide the information prior to the next board meeting so that the board will have time to review it in detail so as to know how to proceed.

President Dennis Daniel discussed the AR report and the discrepancies. Noting the delinquent amount of \$54,202.97 is incorrect. The books need to be corrected, not noted at the bottom of the report. That amount was a mistake and should never have been on the report. There was additional discussion of the 120-day account and if the water service was terminated. There are several issues with this report that need to be corrected. Manager Dragan Sonnier will check on the information and get back to the Board. Additional discussion was had on collection of past due accounts.

10. ATTORNEY REPORT AND REQUESTED ACTIONS

Attorney Bill Flickinger had nothing to report.

11. ADJOURN

President Dennis Daniel adjourned the meeting at 5:50 p.m.



Dennis B. Daniel, President
Reunion Ranch WCID

ATTEST:



Gary Grass, Secretary
Reunion Ranch WCID

[SEAL]