

MINUTES OF MEETING
OF THE
BOARD OF DIRECTORS
January 12, 2023

THE STATE OF TEXAS §

COUNTY OF HAYS §

HAYS COUNTY WATER CONTROL AND IMPROVEMENT DISTRICT NO. 1 §

The Board of Directors (the "Board of Directors" or "Board") of Hays County Water Control and Improvement District No. 1 (sometimes referred to herein as the "District") met in regular session, which included a monthly workshop session and regular meeting, all open to the public, at Belterra Centre, 151 Trinity Hills Drive, Austin, Texas, the District's office within the District, on January 12, 2023 at 4:00 p.m. The roll was called of the members of the Board to-wit:

Douglas L. Botts	President
Paul Kelly	Vice President
Daniel B. Robison	Secretary
Bill Dally	Treasurer/Asst. Secretary
Rick Lucas	Assistant Secretary

WORKSHOP SESSION 4:00 P.M.:

All members of the Board participated in the meeting and were present at the commencement of the workshop session. Also present at the workshop were Matt Kutac of the Law Offices of Matthew B. Kutac, PLLC, Kay Olsen of Inframark, LLC, the District's general management and operations contractor, Robbie Callegari and Lauren Barzilla of Burgess & Niple, the District's engineers, Vicki Hahn, paralegal with Winstead PC, Chris Lane with Samco, the District's financial advisor and Sinjon Merrick of Sunscape Landscaping, the District's landscapers. In addition, Allen Douthitt of Bott & Douthitt, the District's bookkeeper and Andy Barrett of Andy Barrett & Associates attended the meeting by telephone. Pat Usener, from Texas Community Propane and Walter Almon, a member of the public, attended the workshop.

The purpose of the Workshop Session was to review details pertaining to the consent items and agenda items on the posted Agenda for said meeting, hear updates on committee reports, review of the monthly General Manager's Report, which report includes operations updates and a summary of activities since the last regular Board meeting and recommended action items for the regular meeting, and review of the current Accounting Report. During the workshop session, no formal action was taken, but the following matters were discussed in detail:

Before proceeding with the Workshop agenda, Director Botts discussed the issue of the recent freeze and residents in the District flowing water instead of dripping water. The Board wanted the record to be clear there were no issues at the WWTP with effluent, it was influent ("Influent") flowing into the WWTP that caused problems. The Board then asked Mr. Callegari of B&N how much Influent the WWTP can accommodate. Mr. Callegari explained the WWTP can handle a flow of approximately 730,000gpm for two hours. During the recent freeze, the daily average flow of Influent was 590,000gpm and effluent was 500,000gpm. The Board then asked further questions about how much Influent the WWTP could handle. Mr. Callegari responded that the only way to know if the WWTP is handling the amount of Influent that it is receiving would be to physically watch the water level in the EQ tank. The Board then discussed that they would like Burgess & Niple to propose basic guidance for operating procedures addressing parameters for the volume of Influent received as well as when to contact a pump and haul contractor to remove Influent. Ms. Olsen stated that the Operation Managers at Inframark were told to hold any questions they had for the operations guys until after the freeze because they were still working to keep up with issues all over Central Texas. She then noted that Jesse Black worked overnight during the freeze. When asked what type of communication takes place between Inframark and Sunscape during a freeze, Director Botts responded that Sinjon Merrick followed the contract during the freeze. The contract states that the 210 irrigation is shut down in any section where water from that section could end up as ice on the street. He stated that the District does not want to completely shut down irrigation because they want to avoid having the reclaimed water storage tank becoming too full. Director Botts then asked Ms. Olsen how many trucks hauled water during the freeze and what the cost was. Mr. Olsen didn't know how much the trucks were but she assured the Board that she would find out. At the end of the discussion, Mr. Callegari informed the Board that it is hard to come up with the guidance requested by the Board for weather related events because this type of weather doesn't happen often. Director Botts explained that he just wants general recommendations not detailed instructions. Mr. Callegari agreed that he will meet with the operations team and come up with the requested guidance.

1. Management and Operations Reports: Ms. Olsen presented Inframark's General Manager's Report ("GM Report"). Ms. Olsen updated the Board with respect to operational matters concerning the District's wastewater treatment plant ("WWTP") and 210 Re-Use Irrigation System. A copy of the General Manager's Summary Report is attached as Exhibit "A".

With respect to IV (c)(2), Director Botts noted that he was unable to connect to eye on water and when he asked Missy Roberts of Inframark how the meter was getting read, she replied that it was being read manually. Director Botts noted that if a meter needs to be manually read, someone should go out and see if they can determine what the issue is and get it resolved.

2. Financial Report: The Board called on Allen Douthitt of Bott & Douthitt to present the Accounting Report dated December 8, 2022. The following is a summary based on his report.

a) Action items for the Board:

- Approval of director and vendor payments.
- Approval of fund transfers:
 - From TexPool Operating Account to BancorpSouth Manager's Account: \$24,000.00
 - From TexPool Operating Account to TexPool SPA Account: \$5,401.31
 - From TexPool Tax Account to TexPool Operating Account: \$188,411.94
 - From TexPool Tax Account to TexPool Debt Service Account: \$300,000.00
- Financial Highlights:
 - The month of November 2022 came in ahead of plan by \$129,000. Favorable revenues made up \$50,000, favorable expenditures made up \$79,000.
 - Year-to-date the District is ahead of plan by \$237,000.
 - General and Joint Maintenance CAP's have been suspended for the new fiscal year. Inframark is finishing up reconciling the differences that we're showing.
 - Fiscal year 2023 tax collection rate of 10.01%.

Mr. Douthitt noted that he met with the Finance Committee yesterday to go over his report. He mentioned that he is still working on the higher interest TexPool account. With respect to the maintenance cap with Inframark, he thinks that he and Inframark have agreed on the reimbursement amount and he was told that Inframark is in the process of issuing payment. Director Lucas requested that Inframark reimburse the District by the end of the month. Ms. Olsen responded that she will let Inframark know the District requested the reimbursement by the end of the month.

During Mr. Douthitt's report, Director Dally explained, when asked, that the District is paying each Sunscape invoice separately in order to avoid have to void a check paying for several invoices at once, in the event the Board decides to hold payment on a particular invoice.

3. Committee Reports: The Infrastructure Committee invited, and Director Botts acknowledged, Pat Usener from Texas Community Propane. Mr. Usener wanted to explain that Texas Community Propane's policy has changed with respect to entering a resident's home when called about a possible gas leak. He stated that from now on his company will not enter the home. They will just go to the home, shut off the gas and advise the resident to call the fire department to come and check for a gas leak. He explained that technology has advanced to the point that houses have many different types of automated gas equipment. Mr. Usener's company is not an expert in all of the newest automated gas equipment so they do not want to be in the position of telling the

resident that all of the gas equipment in the resident's home is in good shape when they don't have the expertise to do so. He also noted that in the event that Texas Community Propane runs out of gas, they will cut off all the meters at the houses and when gas has been restored, they will come back out and turn the gas back on. They will follow this new policy in order to avoid a situation like the ATMOS situation in the last freeze. He also informed the Board that he is sending fliers stating these new policies to all of the residents. No other committee reports were heard during the Workshop.

4. Landscape Report: Jesse Trevino from Sunscape Landscaping was unable to attend the meeting. His written report contained in the General Manager's written report is as follows:

- a) The full-service maintenance was performed two times in the month of December;
- b) Work Orders #24698 for tree trimming, #24835 for tree trimming and #24874 for tree trimming were completed.
- c) Work Order #24926 for concreting the pedestrian strip by the Trinity Hills pond has been scheduled.
- d) Trail Maintenance/Raking, Filling Ruts and Spraying Weeds was performed on December 16, 2022.

REGULAR MEETING - 5:00 P.M.:

The Board convened the regular meeting at 5:00 PM. All members of the Board present remained for the regular meeting, and all consultants present for the workshop remained present for the meeting. Chris McDonnell from CPM Pipeline arrived after the regular meeting convened as noted below. All directors present when votes were taken voted on all matters unless an abstention is set out in any such item.

5. Public Comment: Matt Kutac reviewed the following rules for public comment; (i) comments are limited to 3 minutes per person; and (ii) the Board cannot deliberate or take any actions during public comment and is limited to statements of fact, recitation of current policy, clarifying questions and requesting that items be added to a future Agenda. Mr. Kutac called for public comment. Hearing none, he moved to the next agenda item.

6. Consent Items:

- a) Minutes: The Board of Directors reviewed the Minutes from the December 8, 2022 Regular Meeting; and
- b) Accounting Report: The January 12, 2023 Accounting Report and related disbursements, including the Monthly Financials, Cash Activity Report, Cash/Investment Activity Report, Monthly Tax Collection Report, Budget Comparison, Check Register and wires, Bond Reporting and Budgets and other financial reporting.

Upon a motion by Director Dally, seconded by Director Lucas, the Accounting Report and related disbursements were approved.

7. Reports: The following reports were given during the regular meeting.

Committee Reports, Recommendations and Assignments:

- a) Facilities Committee: No updates.
- b) Infrastructure Committee: No updates.
- c) Customer Care Committee: No updates.
- d) Parks Committee: No updates.

8. Engineering and Development Items: Lauren Barzilla of Burgess & Niple presented the **General Engineering Report** as follows:

I. Potential action items for the meeting:

- a) Approval of Crampton Cove Task Order 71 — Amendment 1 - \$15,000.
- b) Approval of Crampton Cove and Aspen Drive Pavement Repair. Construction Materials Observation and Testing Services Terracon.
- c) Approval of Lot 1B-2 Urgent Care Site Plan Review Task Order 75 - \$15,000

II. **Commercial Tract Development**:

- a) The grease trap plans that have been approved to date are: Sky Cinema, Stiles Switch BBQ, Pieous Pizza, Torchy's Tacos, Jersey Mike's, Dunkin Donuts, The League/Fork & Spoon, Simply Pho, Backspin, and Hotel.
- b) The site plans that have been approved to date are Hat Creek, Chase Bank, Chick-fil-A, Building Y, IHOP, Belterra Multifamily, Pad S, Hotel, Pad X2, Lot 3G-1 Site Plan, Pad T and Pad ZZ.
- c) Plans currently under review – St. David's.
- d) Grease traps currently under review – none.
- e) Water LUE determination review – Lot 1B-2.

III. **Commercial Water Usage Tracking**: The Commercial Water Usage Summary is on the Google Drive.

IV. **Lot 3G-1**: Construction Updates:

- a) Public water has been installed and testing is currently underway.
- b) Wastewater improvements are ongoing – no change,

V. **Pad ZZ**: Construction Updates:

- a) Wastewater is complete, private waterline and storm sewer construction is ongoing.

VI. **Crampton Cove Pavement Repair**:

- a) Construction will start on January 9, notice was given to Inframark.
- b) Recommend approval of Task Order 71 — Amendment 1 to add construction phase services. The task order amendment can be found on the Google Drive.
- c) Recommend approval of Terracon proposal for Crampton Cove and Aspen Drive Pavement Repair Construction Materials Observation and Testing Services. The proposal can be found on the google drive.

- VII. **St. David's Site Plan:**
 - a) The site plan is currently being reviewed.
- VIII. **PEC – Distribution Upgrades Easement Request:**
 - a) Discuss updates.
- IX. **Lot 1B-2 Urgent Care Site Plan:**
 - a) Recommend approval of Lot 1B-2 Urgent Care Site Plan Review Task Order 75 (\$15,000), the task order can be found on the Google Drive.
- X. **Hays 1 Water Tracking:**
 - a) Approximate Max Daily Usage (November 2022) — 595,300 gallons.
 - b) Max allowed = 1,221,120 gpd.

Ms. Barzilla then moved on to the **WWTP and 210 Reuse Irrigation Engineering Report** as follows:

- I. **Potential action items for the meeting:**
 - a) Approval of the proposal to proceed with lining of the 12" and 8" Treated Effluent line
- II. **Treated Effluent Fire Hydrant:**
 - a) The 210 Beneficial Reuse Permit Amendment is ongoing.
- III. **12" Treated Effluent Line:**
 - a) Discuss options for replacement/rehab of the lines.
 - b) Hear presentation from CMP Pipeline Representative.
 - c) Recommend proceeding with lining of the 12" and 8" Treated Effluent line, the proposal can be found on the Google Drive.
- IV. **Wastewater Summary:**
 - a) Average Daily Wastewater Usage (October 2022) = 345,000 gpd
 - b) 75% of Permitted Capacity= 375,000 gpd
 - c) Number of consecutive months over 75% - 0
 - d) 90% of Permitted Capacity= 450,000 gpd
 - e) Number of consecutive months over 90% - 0

With respect to the Crampton Cove repairs, Ms. Barzilla reported that the contractor started working and hit a service line so the project is on hold until a locator comes out and marks the service lines. Ms. Barzilla noted that it was her understanding that the contractor should have gotten a locator before the project started. Mr. Kutac requested that Burgess & Niple ensure that the amount of retainage is sufficient to cover any necessary back charges for the repairs to the service lines. Ms. Barzilla stated that the retainage was approximately \$27,000, which should be sufficient to cover repairs.

Action Items:

- i) Upon motion by Director Dally, seconded by Director Lucas and unanimously carried, with Director Robison abstaining, the Board approved the Burgess & Niple's Crampton Cove Task Order 71 in an amount not to exceed \$15,000. Task Order 71 is for Burgess & Niple's construction phase services.
- ii) Upon motion by Director Botts, seconded by Director Kelly and unanimously carried, the Board approved the pavement repair construction materials observation and testing services by Terracon in an amount not to exceed \$18,000.
- iii) Upon motion by Director Kelly, seconded by Director Robison and unanimously carried, the Board approved Burgess & Niple Task Order 75 for \$15,000. Task Order 75 is for the Urgent Care Site Plan Review.

The Board compared the costs and benefits of replacing the 8" and 12" inch irrigation lines versus using pipe liner to repair the pipes. The Board discussed that replacement costs would be approximately \$570,000 plus 10-15% for unforeseen issues. Ms. Barzilla also noted that engineering fees of approximately \$100,000 would add to that total. The Board then discussed the anticipated pressure increase for replacement versus pipe liner.

Let the record reflect that Chris McDonnell from CPM entered the meeting at this time.

The Board questioned whether a pump would be installed somewhere in the system for low pressure points. Mr. Barzilla noted that she did not have an answer to that question but she is working with Sunscape and Jesse Black to develop solutions for the pressure issues.

The Board recognized Mr. McDonnell from CPM, who then introduced himself as the Central Texas Regional Manager at CPM. Mr. McDonnell then gave a history of the company and its history with pipe liners. He reviewed his presentation on the process of pulling the liner through the pipe. First, he said that CPM will CCTV the pipe before they pull the liner. The length of the pipe to be repaired is 2900 feet. He noted that the pipe liner is a greener option than replacement in that there are 145 pipes and 145 joints which would have to be removed and hauled away if the lines were replaced, whereas with pipe liner, those pipes and pipe joints will stay in place. He stated that the pipe liner is pliable and has the ability to move with the ground shifts. CPM projects that the pipe-liner has a 40-50-year service, life but he did note that CPM gives a 5-year material warranty. He also explained that even though there is a little loss in the diameter of the pipe, the pressure normally stays the same or increases due to the liner's reduction of friction inside the line. He noted that 699psi is the burst pressure for the liner. Ms. Barzilla interjected that the TCEQ requires testing at specific pressure. Mr. McDonnell noted that they are NSF certified and they have had no problems with the TCEQ. He went on to explain that to install the pipe liner, there will be four fittings total, 2 for the 8" pipe and 2 for the 12" pipe. Director Kelly asked what CPM's biggest concerns are on a project. Mr. McDonnell stated that their biggest concerns are if the as-builts don't match what is in the ground and any possible unknown pipe conditions. The CCTV camera should help with those concerns and should they run into any issues, they will find a work around. The Board asked whether there is quality control check on the pipe liner. Mr. McDonnell responded that CPM does sample tests to be sure that the pipe liner meets the specs. Mr. McDonnell stated

that he believes CPM can have the pipe liner installed in both the 8" and 12" pipes within a three-week period. He also mentioned that he could probably have the pipe liner by March and be finished with the project by April. Mr. Kutac questioned why Primas, which offers a competing product, is more expensive than CPM product. Mr. McDonnell stated that Primas is more expensive because Primas only handles huge projects. Ms. Barzilla then noted that the line would only be out of service for a couple of days while the work was being completed. After consulting with Mr. McDonnell, Mr. Kutac explained that public bidding for this project is not required because CPM is the sole source of the liner product in the United States.

Upon motion by Director Botts, seconded by Director Dally and unanimously carried, the Board approved proceeding with the pipe-liner system as presented, provided Mr. Kutac and Ms. Barzilla have reviewed and approved all necessary contract and warranty documents prior to execution.

Upon motion by Director Lucas, seconded by Director Robison and unanimously carried, the Board accepted the Engineer's Report.

9. Financial Items: No action by Board.

10. Management and Operations Items:

- a) Ms. Olsen mentioned that the permanent generator for LS1 has been ordered and the estimated delivery is August 2023.
- b) With respect to renting a portable generator for the Lift Stations, Ms. Olsen noted that a rental was delivered on December 21st.
- c) Sunscape has scheduled the Belterra Pond Right of Way concrete paving for January 23rd.
- d) No action by Board.
- e) With respect to the drip field repairs, Ms. Olsen stated that Proscap's quote is the worst-case scenario, which quoted replacement parts for both drip skids that might not be needed since one drip skid is working. Director Botts noted that he thought he recalled Mr. Steelman from Inframark stating, in a prior meeting, that both of the drip skids were not functioning, and that this is the first the Board has heard that one drip skid is supposedly working. Director Dally asked Ms. Olsen to explain why they the Board has never been informed that one drip skid was working. Mr. Kutac then asked where the working drip skid and line are discharging. He also noted that it was his understanding that the drip fields haven't been used for effluent disposal in some time. The Board asked if all of the drip skids discharge to the drip fields and Ms. Barzilla confirmed that all drip skids discharge to the drip fields. Mr. Kutac suggested that someone confirm that one of the drip skids is working. Ms. Barzilla suggested that J&M would be a good contractor to provide that confirmation. Ms. Olsen assured the Board that the month will not go by with no action.

Standing Items:

- f) No action by the Board;
- g) No action by the Board;
- h) No action by the Board;
- i) No action by the Board;
- j) No action by the Board;
- k) Action Items:
 - i) Upon motion by Director Dally seconded by Director Robison, with Director Kelly abstaining, the Board approved Sunscape's Proposal of \$7,494.63 for 210 inspection/repairs and Sunscape's Proposal of \$13,159.35 for drip irrigation maintenance/repairs.
 - l) With regard to the General Manager's Report, upon motion by Director Lucas, seconded by Director Robison, the Board approved the General Manager's Report.

11. Rules, Policies, Agreements and Compliance Requirements:

- (a) No action by the Board.
- (b) MOC has submitted their proposal and Ms. Olsen is still working on Inframark's proposal.
- (c) Mr. Kutac reported that a resident of Wildwood Hills, which is downstream of the District on Bear Creek on Nutty Brown Road reached out to Touchstone who directed them to Ms. Olsen. The resident informed Ms. Olsen that Bear Creek has a lot of algae and requested that the District review their water management to see if anything the District is doing is contributing algae growth. Mr. Barzilla and Mr. Callegari confirmed that they were aware of no construction projects or recent irrigation changes that would impact the water quality. Mr. Black looked at all of the ponds in the district and the ponds downstream and couldn't identify anything that could be causing the algae. However, when Mr. Black visited with a landowner between the District and the Wildwood Hills community, he learned that a flower farm is located between the District and Wildwood Hills. It was noted that flower farms usually use fertilizers and that could be contributing to algae growth in Bear Creek.

The Board discussed the matter, and upon motion by Director Botts seconded by Director Kelly and unanimously carried, the Board authorized Burgess & Niple to conduct periodic inspections of the area that the resident pointed out. Ms. Barzilla confirmed that she will send Trevor from Burgess & Niple.

Upon motion by Director Dally, seconded by Director Robison and unanimously carried, the Board authorized the District's President to execute an engagement letter with James Machin's firm in the event that Burgess & Niple's review warrants additional action. Engagement of Mr. Machin's firm was capped at \$10,000, if necessary.

12. Water Supply Agreements: No update.

13. District Calendar and Schedule: The Board's next meeting will be February 9, 2023.

14. Executive Session: With regard to Item No. 10(e) and 11(b) on the posted agenda for the meeting, the Board retired at 6:47 p.m., along with Matt Kutac to Executive Session. Following such Executive Session, the Board reconvened in public session at 7:18 p.m and it was noted that no action was taken during executive session.

(a) Upon motion by Director Botts, seconded by Director Lucas and unanimously carried, the Board authorized Burgess & Niple to inspect the drip skids and fields and provide a report to the Board. The Board also requested that Burgess & Niple to proceed with having the drip skids repaired by the District directly.

(b) Upon motion by Director Botts, seconded by Director Robison and unanimously carried, the Board authorized Mr. Kutac to address the drip skid issue with Inframark and requested a payment of \$30,000 in exchange for a full release of any responsibility by Inframark for the drip skid system. Such release would include damages to the drip skids and the drip fields related to the drip skids .

15. Adjournment. Upon motion by Director Lucas, seconded by Director Botts and unanimously carried, the Board adjourned until further call.

APPROVED AND ADOPTED on the 9th day of February 2023.



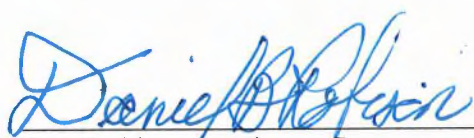

Dan Robison, Assistant Secretary

EXHIBIT A

Memorandum for: Hays WCID No. 1 Board of Directors

From: Kay Olsen

Date: 1/12/23

Subject: Board Workshop – Management and Operations Report since 12/8/22

- I. Zach Johnson's Eagle Project (update) – Zach's broken arm has healed and Inframark can help him dig post holes in the second half of January
- II. Dec freeze
 - A. WWTP processed 590K gallons of influent and 500K of effluent from 12/23-12/24; GST and off-spec tanks cannot be used for influent overflow; so WWTS hauled 2 tankers from the *influent EQ basin* in Dec and need to haul 4 more trucks now because sludge boxes don't dry as fast in colder weather/ can't waste fast enough to keep up; Inframark and B&N will confer on possible solutions
 - B. Portions of Belterra experienced low pressure or no water; WTCPUA had transducer problems but their Head Operator confirmed installation of 3 booster pumps on the county line feeding Belterra and there were reports of immediate pressure improvement; No PUA BWNs issued for Belterra
 - C. Sunscape followed freeze procedures outlined in their contract; irrigated in 100-acres but not in areas where water could freeze on the street; Sunscape and Inframark coordinate on GST levels daily
 - D. WWTP had a few minor breaks but no major breaks
 - E. Water to main irrigation system was turned off remotely so spots with unwanted irrigation were addressed manually
 - F. Residents were advised to reduce usage, especially to offset dripping faucets, via eBlast, and posts to District .org website and 2 Facebook pages
- III. Wastewater Treatment Plant
 - A. All wastewater treatment samples in compliance with permit for Dec. Total flows of 11.5M gallons; daily average flows of 372,000 gpd at 74% capacity
 - B. Membrane Condition Assessment – postponed in favor of larger, more critical projects
 - C. Hach annual software renewal (update) – approved 12/8, ordered 12/12
 - D. Magmeter replacement (update) – approved 12/8, ordered 12/12
 - E. Mixer replacement and spare (update) – approved 12/8, replacement ordered 12/12; Inframark generating PO for spare now
 - F. PAX Basin Blower replacement (new) – approved 12/8, replacement ordered 12/12
- IV. Distribution System and Billing
 - A. Water Accountability 94.1% for December
 - B. November's data has now been verified/triple checked/reported to TCEQ; and Jesse verified December's data earlier than scheduled this month; but February's data might not be verified until 3/13
 - C. Digital meter conversion (update)
 1. 6" meter for Belterra Apartments and 3" meter for DSISD arriving early 2023; Inframark auditing equipment, a few more poly lids probably needed, will order or request Board approval if \$2,500+
 2. Badger & Inframark troubleshooting endpoints that are not communicating
 3. Inframark will send Eye On Water email after all kinks ironed out
 4. 15 accounts left to be converted (vs. 19 in Dec; mostly commercial and a few tracking)
 5. Missy formally extended LCRA deadline to August 2023
 - D. 30 Delinquent Letters mailed; 19 Tags hung; 7 Disconnects

V. Collection System

- A. LS1 shade structure (update) – Multivolt PO cancelled/rescinded by sub; Inframark getting new quote

VI. Reuse and Drip System

- A. Tank levels in feet
12/1/22 – 9.6
12/15/22 – 8.6
12/30/22 – 12.4
- B. Total 210 flows for Dec = 10.9M gallons
- C. Sunscape irrigation
1. Dec Irrigation Reports, including Exec Summary, uploaded to Google Drive
 2. \$7,494.63, 210 system repair proposal attached
 3. \$13,159.35 flush valve installation proposal attached
 - a. split with Hays 2; labor to flush lines would be minimal after valve installation complete
 - b. Preventative Maintenance since it would reduce debris in system; new valves are \$3K each
 4. Rainbird system upgrades (sensors, valves, software, etc.) – proposal forthcoming

VII. Drainage/Ponds

- A. Aquatic Features quarterly report attached

VIII. Parks & Trails / Committee

- A. Sunscape Dec Landscaping Report attached
- B. Dorset Park tree trimming (update) – approved 12/8, complete 12/14
- C. Nutty Brown & Trinity Hills tree trimming over monument sign (update) – Sunscape quote forthcoming
- D. TDS Winter Brush Pick Up is transpiring the weeks of 1/16 and 1/23

IX. Other

- A. Crampton Cove and Aspen Drive paving (update) –
1. Inframark notified residents of construction schedule and instructions via email and door tags with attorney-approved messaging
 2. Dave Graham will patrol and issue parking tickets
 3. Myers Concrete will also close work area to traffic
- B. Central Bank transition (update) – Lockbox Processing Agreement executed and submitted
- C. Emergency contact numbers requested by Board Member (reminder):
1. Mobility Dispatch (281) 398-8211
 2. Kay (737) 280-5553
 3. Jesse (512) 461-5007
 4. Missy (512) 844-1038
 5. Sin Jon, Sunscape Irrigation Manager (512) 701-5145

Subject: Regular Board Meeting

Management and Operations, Actionable Items:

- 10a) Permanent portable generator and fuel tanks (update) –
- LS1 permanent generator ordered; estimated delivery Aug 2023
 - Infrastructure Committee evaluating Inframark and Texas Community Propane estimates for propane generator conversion and permanent portable generator
- 10b) LS1 portable generator rental approved 12/8 for the months of Jan & Feb; delivered 12/21
- 10c) Belterra Pond ROW concrete paving – approved 12/8, scheduled for 1/23
- 10e) Drip field repairs –
- Inframark reviewing latest Agreement draft received 12/21
 - NOTE: Drip Skid 1 has been operated consistently to run irrigation in other parts of Belterra; only Drip Skid 2 has not been operating to irrigate the drip fields; both skids need repair/maintenance work now

Management and Operations, Standing Items:

10k) Maintenance & Repair expenditures **Requiring Board Approval** – see below

Vendor	Amount	Budgeted	Description	Work Order #
Sunscape	\$7,494.63	\$145K for 210 Inspections/Repairs \$8,900 approved FYTD	210 system repairs	n/a
Sunscape	\$13,159.35	\$35K drip irrigation Maintenance/Repairs \$0 approved FYTD	Flush valve installation	n/a

Rules, Policies, Agreements and Compliance Requirements:**11a) Inframark Service Agreement Amendments**

- Inframark Accounting agrees with the reconciliations submitted by the District Accountant for monthly Base Fees and Maintenance Cap removal; processing checks now
- Kay coordinating Inframark's response to 12/16 Staffing and Pricing Request; on target for 1/17 (1/16 is MLK Day and an Inframark holiday)
- Agreement Amendments for Hays 01, 1J, and 02 fully executed; removed Maintenance Caps, reduced irrigation scope, and updated Personnel Charts