

MINUTES OF MEETING
OF THE
BOARD OF DIRECTORS
February 10, 2022

THE STATE OF TEXAS §
COUNTY OF HAYS §
HAYS COUNTY WATER CONTROL & IMPROVEMENT DISTRICT NO. 1 §

The Board of Directors (the "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 February 10, 2022 at 4:00 p.m. The roll was called of the members of the Board of Directors, (herein referred to as 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, Andy Barrett with Andy Barrett & Associates, Jimmy Romell of Maxwell Locke & Ritter, Chris Lane of SAMCO Capital Markets, Inc. ("SAMCO"), the District's financial advisor PLLC, Kristi Hester, Ceejay Jackson and Zach Willeford of Inframark, LLC, the District's general management and operations contractor and Vicki Hahn, paralegal with Winstead PC. In addition, Allen Douthitt of Bott & Douthitt, the District's bookkeeper, attended the meeting by telephone.

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:

1. Management and Operations Reports: Ms. Hester presented Inframark's General Manager's Report ("GM Report"). Ms. Hester updated the Board with respect to operational matters concerning the District's wastewater treatment plant ("WWTP") and 210 Re-Use Irrigation System. The following is a summary of activities Ms. Hester reviewed with the Board:

- 1) Wastewater Treatment Plant:
 - a) All the facilities were compliant for the Month of January;

- b) No major issues during last week's ice storm. Inframark rented an RV for Larry (plant operator) to stay in on site during the ice event. He was able to keep all systems running with only a few minor repairs;
 - c) Topped off all generators;
 - d) Daily average flows are 289,000 gallons a day, 58% capacity;
 - e) MBR motor 3 has been repaired. The cost was under \$1,800; and
 - f) Sludge pumps have been repaired and are running in normal conditions.
- 2) **Distribution System and Billing:**
- a) Water accountability for January at 93.3%. We are still working with the PUA on master meter concerns.
- 3) **Collection System:**
- a) Belterra Lift Station (LS 1) generator repairs, Inframark found a cracked block which also needs a radiator, new belts, hoses and clamps;
 - b) Belterra Lift Station (LS 1) scheduled cleaning of wet well; and
 - c) Holly Court Lift Station (LS 2) raised antenna for alarm signal also scheduled for cleaning of wet well.
- 4) **Reuse and Drip System:**
- a) Hydro tank relay was replaced. Inframark is also testing the SCADA programming; and
 - b) Inframark is working with Sunscape to renew the rainbird software.
- 5) **Drainage/Ponds:**
- a) Several ponds have been off due to freezing temps; and
 - b) 9A pond confirmed the pumps and controls are working. There was a break in the irrigation line that was causing the problem.
- 6) **Parks – Trails:**
- a) Installed new photo cell at Canterbury kiosk; and
 - b) The committee met with Sunscape and Inframark noted several items that will be reviewed with the Board.
- 7) **Customer Care Committee:**
- a) Joint Committee meeting with Constable Hood and Flock, a security vendor. Details to be discussed at the Board meeting.
- 8) **Infrastructure Committee:**
- a) Infrastructure committee met. Details to be discussed at the Board meeting.
- 9) **Facility Committee:**
- a) Inframark is working with Sunscape on a sub-lease for office space within Belterra Centre.
- 10) **Other:**
- a) Presentation from Boy Scout Zach Johnson regarding his proposed Eagle Project required to become Eagle Scout.

The Board discussed the SCADA security system. Ms. Hester noted that Inframark owns a security company that could do a security proposal. Director Botts wants a security protocol in place, in writing. He questioned what happens when an employee leaves the company. Ms. Hester noted that the policy is to

change the passwords when an employee leaves. Director Botts would like to put a policy and plan in effect that will ensure that happens. Ms. Hester then mentioned that Stan Noelke, who performed the most recent SCADA system upgrades, is about to retire. She would like to get someone to come and start working with Mr. Noelke so that the new person will be up to speed when he leaves.

The discussion then moved to the ice storm and Ms. Hester noted that Inframark rented an RV for \$1,800 which helped because an operator was able to stay in the RV during the storm and keep all of the systems running.

Director Botts discussed the Rain Bird system and noted that the software is not functioning. He mentioned that the prior landscaper mis-managed the system. Ms. Hester mentioned that the former landscaper gave the Rain Bird information to Sunscape, but that Sunscape was unable to get into the system. Sinjan with Sunscape indicated to Ms. Jackson that the software license may need to be renewed with Rainbird. Ms. Jackson noted that as soon as she gets the required information from Sinjan, she will pursue renewal of the license.

With respect to the Lift Station 1 ("LS") generator repairs, Director Botts noted that the LS is 20 years old. He spoke to Jessie at Austin Generator who said he could replace the LS generator with an 80 kw Cummings that runs on propane for approximately \$50,000. It would take 30-35 weeks to replace. Austin Generator would have a temporary unit put in while they are waiting for the new generator. There is a five-year warranty. Director Botts thought it would be a good idea to get some other bids. Mr. Kutac reminded him that if the cost is over \$25,000 then the District is required to solicit 3 written bids. Director Botts mentioned another company (Freedom Enterprises) from which to request a bid. He also noted that he doesn't want to sink money into a system that is 20-25 years old.

The Board wanted to give thanks to Inframark for handling the storm so well.

Ms. Hester continued with her report, explaining that a third sludge box for the wastewater treatment plant ("WWTP") would be helpful. A new sludge box costs approximately \$80,000. She noted that Reunion Ranch WCID has a sludge box that they used for approximately 6 months and no longer need. They are selling it for \$30,000, which is a substantial discount. Ms. Hester thinks this would be a great idea and the District can use money that remains in the capital account because some items came in below budget. Director Botts questioned where the extra sludge box would be kept. Ms. Hester stated that the extra sludge box would stay with the hauler and would be switched into the rotation.

The Board then discussed the Flock security camera system as presented to the Customer Care Committee earlier in the month. Director Botts would like to table the discussion because he believes there may be privacy concerns. The Flock systems records license plates. In addition, it takes a "thumb print" of the car (i.e., identifying stickers, dents, racks, etc.) and stores this information for 30 days. After the 30 days, it is deleted by the Constable. Per the Constable, no one can access the system except law enforcement. If a stolen vehicle come into the District, the system will flag it, and everyone with access to the system will be notified that there is a stolen car. The cost for 5 cameras is approximately \$15,000 to \$16,000 per year. It was noted that Round Rock and Pflugerville (both municipalities) use the system. Director Lucas questioned whether this type of system fits in with the water board's responsibilities. Mr. Kutac noted that the District has statutory authority to contract and hire police officers, and if this system was provided pursuant to such a contract, the District would likely have authority to pay for such equipment through the contract fee. Ms. Hester stated that there were 49 recent car break-ins in the District. She also noted that the District is a good place for this type of criminal activity because the District is so close to the border of Travis County and the local police have very limited jurisdiction in Travis County. Director Botts then mentioned that 100% of the cars in the 49 break-ins were unlocked and that some of the cars even had the key fobs in the cars, making them much easier to steal.

2. Financial Report: The Board called on Allen Douthitt of Bott & Douthitt to present the Accounting Report dated February 10, 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 Operating Account: \$200,000.00
 - From BancorpSouth Operating Account to BancorpSouth Manager's Account: \$23,500.00
 - From TexPool Operating Account to TexPool SPA Account: \$10,476.66
- Approval of bond payments

Series 2012 Refunding	\$ 14,125.00
Series 2013 Refunding	24,173.50
Series 2015	32,703.00
Series 2015 Refunding	4,775.00
Series 2016 Refunding	39,002.00
Series 2016A Refunding	24,096.00
Series 2017	26,422.00
Series 2020 Refunding	11,004.53
Series 2020	48,720.00

- b) The month of December was ahead of plan by \$78,000 (\$51,000 favorable revenues, \$26,000 in favorable expenditures); Year-to-date the District is ahead of plan by \$332,000.
- c) December charges to the Joint Maintenance CAP were \$0. Actual charges are \$39,000 less than the monthly billings to date.
- d) December charges to the General Maintenance CAP were \$8,000. Actual charges are \$31,000 less than the monthly billings to date.
- e) Fiscal year 2022, the District has a collection rate of 64.47% on property taxes.

The missed mowing credit with WLE/Bright View was discussed. The credit is 25% of the monthly amount so it is over \$5,000. The credit is contingent on getting Bright View a check by the end of the month.

The record shall reflect that Chris Lane of SAMCO, the District's Financial Advisor, joined the meeting at this time.

Director Lucas then mentioned the Touchstone check. Mr. Douthitt stated that he was deducting \$27.00 off the Touchstone bill for the month for services that were not part of the contract. Director Dally noted that Touchstone has a base price but they add enhancements. He wants to make sure they are performing the enhancements. Mr. Douthitt stated that he will work with Ms. Hester to determine how to handle. Director Botts requested that Ms. Hester write to Touchstone to clarify what they are doing.

The record shall reflect that Jimmy Romell of Maxwell, Locke and Ritter, the District's Auditor entered the meeting at this time.

Director Dally reminded Mr. Douthitt and the Board of a previous discussion regarding putting money into a reserve fund balance. He noted that he and Director Lucas will discuss the amount at the next committee meeting and will present that amount to the Board at the next meeting. Director Dally also noted that the Park Fee Fund at Bancorp South gets no interest and they would like to utilize money from that account for new expenses instead of taking money out of an account that is earning a higher interest rate. Director Lucas stated that the District had already agreed to use that account to pay for certain trail repairs.

3. Committee Reports, Recommendations and Assignments:

- a) Facilities Committee: The Facilities Committee met with Cindy Dally, the relevant election staff and Inframark to discuss the policy for using the Belterra Centre during the upcoming elections. Mr. Kutac noted that the Facilities Committee met with the HOA last month to discuss the easement for the sports court. He is waiting to receive a survey. He drafted an Easement Agreement and Ms. Hester forwarded it to the HOA. Mr. Kutac also discussed the mail kiosks and the Attorney General's ruling that the District's ability to spend money on the kiosks is limited. Mr. Kutac reviewed the relevant statutes and has a suggestion to handle this situation. He proposes that the Board either: (i) convey the improvements in which the mail kiosks are located to the HOA; or (ii) lease the improvements to the HOA. He also noted that some roofs are reportedly in need repair and that will be the District's responsibility. He stated that the matter would be addressed in further detail during the regular meeting.
- b) Infrastructure Committee: No updates other than what has already been discussed. Meetings are being scheduled.
- c) Customer Care Committee: No updates. Meetings are being scheduled.
- d) Parks Committee: No updates. Meetings are being scheduled.

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. Lauren Barzilla, with Burgess & Niple (formerly CMA Engineering, Inc.), the District's engineers attended. Zach Johnson and Mr. Johnson from the Boy Scouts also attended the meeting. All directors present when votes were taken voted on all matters unless an abstention is set out in any such item.

4. 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 dialog 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.

The Board recognized Zach Johnson from the Boy Scouts. He presented his Eagle Project plan to the Board. His project includes planning and raising funds to install 3 to 5 maps/trailside signs. His goal is to complete the installation of the signs within two months of approval, ideally, he would like to start at the beginning of May and complete before June. Director Botts suggested that Zach work with the Parks Committee and the landscaper to ensure the signs do not obstruct mowing. Director Lucas noted that two of

the signs are in Hays County WCID No. 2's district ("Hays 2"). Ms. Hester stated that she could set up a joint Parks Committee meeting with Hays 2.

5. Consent Items:

a) Minutes: The Board of Directors reviewed the Minutes from the January 13, 2022 Regular Meeting; and

b) Accounting Report: The February 10, 2022 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 Kelly, the Minutes from the January 13, 2022 Regular Meeting and the February 10, 2022 Accounting Report and related disbursements, were approved.

6. Annual Audit: The Board recognized Jimmy Romell of MLR who confirmed that the Directors had received copies of the Financial Statements and Supplemental Information for the year ended September 30, 2021 and Independent Auditors Report ("Financial Statements"). Mr. Romell reviewed such materials in detail with the Board, along with accompanying correspondence directed to the Board, including a routine management representation letter. Mr. Romell noted that the audit was a clean audit. Following a full review of such materials and motion by Director Dally, seconded by Director Lucas and unanimously carried, the Board approved such Financial Statements and Supplemental Information and Independent Auditors' Report as presented, and acknowledged receipt of the management representation letter and internal control letter. The motion carried with it the Board's authorization for the final report and management letter with the TCEQ, and filing of the final report with the State Comptroller's Office and for filing with the Municipal Securities Rulemaking Board, through its Electronic Municipal Market Access ("EMMA") system.

Director Dally noted that it was a great report and that the District has interest rates under 2% on a number of its outstanding bonds, which is lower than most districts. With the lower interest rates, the District's debt maturity schedule has been shortened, and by 2030, most of the debt should be paid off. Hopefully, then the District's tax rates will be able to be lowered.

7. Reports: All reports were discussed during the Workshop.

8. Engineering and Development Items: Lauren Barzilla of CMA then presented the **General Engineering Report** as follows:

I. Potential action items for the meeting: None.

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 and Pad T;
- c) Plans currently under review – Pad ZZ;
- d) There are no grease traps currently under review; and
- e) Water LUE determination review – none.

- III. **Commercial Water Usage Tracking:** The Commercial Water Usage Summary is available for the Board to review.
- IV. **Lot 3G-1:** Construction Updates:
 - a) Construction Updates:
 - i) Private wastewater and storm sewer are currently under construction; and
 - ii) Project completion is scheduled for September 29, 2023.
- V. **Pad ZZ:** Plan review is ongoing. The Comment Letter No. 1 was issued November 9, 2021.
- VI. **Pad T:**
 - a) Construction should start in 2 months; final completion will be around January 2022;
 - b) Task Order 70 for Pad T plan review will be amended to add construction phases services. Ms. Barzilla will present that for approval at the March meeting.
- VII. **District Water Tracking:**
 - a) Approximate Max Daily Usage for January 2022 = 375,000 gpd; and
 - b) Maximum allowed = 1,221,120 gpd.

Ms. Barzilla noted that Mighty Fine is not currently planning to use effluent water for landscaping. She mentioned that she will try to talk them into using effluent. In addition, Mighty Fine will have a sub meter with Endeavour because the public line is not close enough for them to utilize. Director Kelly noted that not all anticipated commercial customers are open for business yet so the District needs to keep an eye on those people that are exceeding their maximum water usage.

Mr. Kutac mentioned that Chase Bank has not paid impact fees for its irrigation meter, and recommended that the District reiterate that if they don't pay the impact fees then the District will pull the irrigation meter.

Ms. Barzilla questioned whether to take the Weir project off the Agenda. Director Botts requested that it remain on the project status chart but not on the Agenda.

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

- I. **Potential action items for the meeting:** none.
- II. **EQ Tank Blower Replacement:** See construction schedule below.
- III. **Belterra Wastewater Treatment Plant Weir Overflow:** See WWTP Project Status below.
- IV. **Wastewater Summary:**
 - a) Average Daily Wastewater Usage (December 2021) = 315,000 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

Wastewater Treatment Plant Project Status - January 2021				
Project	Status	Budget Amount	Amount Billed	Project Status
Drum Screen Replacement Project - CMA Task Order 60	100%	\$ -	\$680,233.00	Project was complete June 2021
EQ Blower Replacement - CMA Task Order 65	30%	\$125,000.00	\$ 100,148.56	Blower no. 1 and piping have been replaced, and the garage door has been installed. The VFDs have arrived, however the enclosure for the VFDs is set to be delivered later in February. The shipping date was moved from Nov. 9, 2021 to Jan. 26, 2022 due to supply chain issues, this is the cause for delay in project schedule. See Project schedule below.
Weir Overflow - CMA Task Order 67	0%	\$ 80,000.00	\$ 26,502.50	This project is on hold until January 2022 at the direction of the Board. It will be revisited at this time to decide if the project should be re-bid.
EQ Tank Rehab and Diffuser Installation - Inframark	100%	\$ 25,000.00	\$360,174.00	Project was complete June 2021
Replacement of Dissolved Oxygen meters at the EQ Tank and the MBR - Inframark	0%	\$ 36,000.00	\$ -	Work in progress
Drip Field Inspection - Inframark	0%	\$ 20,000.00	\$ -	Work in progress

WWTP EQ Tank Blower Replacement Schedule:

	Belterra WWTP	Duration	Start	Finish
1	Belterra WWTP EQ Tank Blower Replacement	105d	08/23/21	01/14/22
2	NTP (8/23/2021)	1d	08/23/21	08/23/21
3	Substantial Completion (12/16/2021)	1d	12/16/21	12/16/21
4	Final Completion (1/15/2022)	1d	01/15/22	01/15/22
5	Additional time	66d	01/16/22	04/15/22
6	Startup of new blowers and VFDs	1d	03/15/22	03/15/22
7				
8	Mechanical			
9	Demo wall / Install galvanized angle for interior and exterior	8d	10/15/21	10/26/21
10	Demo existing blower #1 and piping	2d	11/18/21	11/19/21
11	Install new blower #1 and piping	5d	11/18/21	11/24/21
12	Demo existing blower #2 and piping once VFD panel is installed	2d	03/23/22	03/24/22
13	Install new blower #2 and piping	2d	03/23/22	03/24/22
14	Overhead door Install	2d	11/29/21	11/30/21
15				
16	Electrical			
17	Demo and remove associated item with blower #1	2d	10/25/21	10/26/21
18	Demo and remove associated item with blower #2	2d	03/21/22	03/22/22
19	Install VFD control panel	4d	03/16/22	03/21/22
20	Route associated raceways overhead	3d	03/21/22	03/23/22
21	Pull wire and terminate blower #1	3d	03/23/22	03/25/22
22	Pull wire and terminate blower #2	3d	03/23/22	03/25/22
23				
24	Submittals/Delivery			
25	Overhead door shipping date	3d	11/24/21	11/26/21
26	VFD control panel drawing	45d	09/08/21	11/09/21
27	VFD control panel submittal review	5d	10/22/21	10/28/21
28	VFDs received	1d	11/12/21	11/12/21
29	VFD enclosure shipping date (updated 1/4)	5d	02/12/22	02/17/22
30	Fabricate VFD control panel	19d	02/17/22	03/15/22

Action Items for Engineering:

- a) Upon motion by Director Kelly, seconded by Director Dally and unanimously carried, the Board accepted the Engineering Report.

9. Financial Items:

- a) Upon motion by Director Dally, seconded by Director Lucas and unanimously carried, the Board approved acceptance of the WLE/Bright View credit as discussed earlier in the Workshop session; and
- b) Upon motion by Director Kelly, seconded by Director Lucas and unanimously carried, the Board approved Sunscape's proposal for \$3,281 to install a drain at Nutty Brown and Trinity and clean up all four corners of those locations. It was noted that Sunscape did not attend the Board meeting due to Covid issues;
- c) Upon motion by Director Lucas, seconded by Director Botts and unanimously carried, the Board approved the Atlas Meters proposal for \$25,000 to buy the remaining materials to complete the AMI integration; and
- d) Upon motion by Director Botts, seconded by Director Kelly and unanimously carried, the Board approved Ms. Hester's proposal to buy the sludge box from Reunion Ranch WCID for \$30,000 with no warranty.

10. Management and Operations Items:

- a) No update on Touchstone was given other than the discussion regarding their invoice which happened earlier in the Workshop session;
- b) Mr. Kutac noted that the Texas Community Propane Letter Agreement has been signed by the District and sent to the propane company.
- c) With respect to the Interlocal Law Enforcement Agreement, Ms. Hester needs to speak with Constable Hood and Mr. Kutac to work on an amendment to the contract;
- d) Upon motion by Director Botts, seconded by Director Dally and unanimously carried, the Board agreed to table a vote on the Flock security system; and
- (e) Per Ms. Hester, the check from Inframark to the District with respect to the 2021 maintenance cap true-up is on its way.

Standing Items:

- (f) No action taken by the Board;
- (g) The request to use the Belterra Centre for the upcoming elections was discussed earlier in the Workshop session. No other requests were discussed;
- (h) No action taken by the Board;
- (i) No action taken by the Board;

- (j) No action taken by the Board; and
- (k) No action taken by the Board.

Upon motion by Director Botts, seconded by Director Lucas and unanimously carried, the Board approved the monthly General Manager's Report.

11. Rules, Policies, Agreements and Compliance Requirements:

(a) With respect to the proposed amendment to the existing Inframark operations and management, Mr. Kutac recapped the amendments approved at the January meeting to add Inframark's social media services and remove the irrigation services that Sunscape will be handling. The amendments were sent to Inframark but Mr. Kutac hasn't heard from them yet.

(b) No update given and no action taken by the Board with respect to the adjustment of the signed Inframark base and maintenance account fees, which were also provided to Inframark last month.

(c) The Board reviewed and discussed the proposed easement agreement with respect to the HOA recreational facilities that may encroach upon the open space property owned by the District. Upon motion by Director Botts, seconded by Director Kelly and unanimously carried, the Board approved the Easement and authorized Director Botts to sign the Easement contingent on no substantial changes being made to the agreement by the HOA and/or the District; and

(d) Mr. Kutac discussed the mail kiosk situation with the Board. He recommended two options: (i) conveying the improvements in which the mail kiosks are located to the HOA, including the real property; or (ii) leasing the improvements in which the mail kiosks are located to the HOA. Mr. Kutac recommends leasing the mail kiosks to the HOA. He noted that the first option might be complicated in that it would require subdivision of existing open space lots and the HOA then accepting the conveyances. He also explained that the HOA had indicated some reluctance with respect to this idea due to budgetary uncertainty. After a discussion regarding who would be responsible for maintenance of the mail kiosks and the benefits of leasing versus conveying the mail kiosks to the HOA, upon motion by Director Botts, seconded by Director Dally and unanimously carried, the Board approved the proposed resolution regarding lease of the improvements and authorized the lease thereof to the HOA on the form prepared by Mr. Kutac and presented to the Board at the meeting. In addition, the board authorized the President to sign the Lease on behalf of the District.

12. Elections: No update was given and no action was taken by the Board with respect to the Director Elections.

13. Water Supply Agreements: Mr. Kutac noted that there are no updates with respect to the water supply agreements.

14. District Calendar and Schedule: Ms. Hester confirmed that she will schedule all necessary committee meetings. The regular workshop and meeting will be scheduled for March 10, 2022.

15. Executive Session: No Executive Session was required.

16. Adjournment: There being no further business to conduct, upon motion by Director Botts, seconded by Director Kelly and unanimously carried, the Board adjourned until further call.

APPROVED AND ADOPTED on the 10th day of March 2022.




Daniel B. Robison, Secretary