

MINUTES OF MEETING
OF THE
BOARD OF DIRECTORS

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 March 9, 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, except for Director Lucas who arrived as noted below. Also present at the workshop were Matt Kutac of the Law Offices of Matthew B. Kutac, PLLC, Kay Olsen and Ceejay Jackson of Inframark, LLC, the District's current general management and operations contractor, John Taylor of Municipal Operations and Consulting, LLC ("MOC"), Lauren Barzilla of Burgess & Niple, the District's engineers, Vicki Hahn, paralegal with Winstead PC, Nick Seger and Jesse Trevino of Sunscape Landscaping, the District's landscapers, Chris Lane with Samco, the District's financial advisor and Chad Geeslin of Terrain, LLC. In addition, Allen Douthitt of Bott & Douthitt, the District's bookkeeper and Andy Barrett of Andy Barrett & Associates attended the meeting by telephone. Members of the public in attendance were Samantha Bethke and Sean McGillicuddy, both Directors of Hays County WCID No. 2.

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. Landscaping Report:

The Board recognized Mr. Geeslin from Terrain and requested a status update on the drip fields and 210 irrigation area clean-up. Mr. Geeslin reported that they were three weeks into the clean-up and that Drip Field No. 1 should be completed by the end of the day tomorrow. He is planning to start working on Drip Field No. 2 next week and expects that it will take approximately 2 weeks to complete Drip Field No. 2. After that he will move on to the 100-acre 210 irrigation area. The Directors requested that he give them a quote to haul the wood chips away from the District. Mr. Geeslin stated that he would get the Board the quote before the end of the Board meeting. Director Kelly asked about the branches that are broken higher in the trees. Mr. Geeslin stated that he thinks they should drive around the District after Drip Field No. 1 and No. 2 are completed to assess and tag the trees that need additional work. He will then have a crew member work on those higher limbs and branches that need to be cut. Director Botts requested that the 210 irrigation area be mowed before they start working on the higher tree limbs and branches. Director Kelly informed Mr. Geeslin that he needs to work with HCWCID No. 2 to determine what to do with the wood chips from the 100-acre 210 irrigation area.

The Board then recognized Jesse Trevino from Sunscape. Mr. Trevino noted that they are picking up speed and that he is bringing a second chipping crew in. The second chipping crew will focus on HCWCID No. 2 initially and then they will come to work in the District when that is completed. He mentioned that they are close to completing the boulevards and hopes to complete them by next week. Tomorrow his crews are working on the Dorset Park clean up. Next week, they plan to work on the area from 290 to Trinity Hills and then move to Pecan Park and the area behind the monument in Aspen Hills. He requested permission from the Board to blow the chips along the trails and blow them into the trees because it will save the District time and money. He wants to be clear that he will not blow chips into a buffer zone, only into the tree line and he will not allow the chips to mount up. He is planning to mow Drip Field No. 1 and will mow all areas in Drip Field 2 that he can access. After that is complete, he would also like to take a drive around the area, mark the trees and have an arborist look at the trees to determine if the tree should be pruned or completely removed.

Mr. Geeslin presented his proposal for removal of the chips from the District. He estimates that it will cost \$1,750 per box and he will do his best to keep it under 8 boxes. Mr. Geeslin then asked the Board who he should send his invoices to. The Board asked Mr. Geeslin to send an invoice for Terrain's services through the end of February to Allen Douthitt, the District's bookkeeper. In April, he should then submit his invoice for his work through the end of March, etc. Mr. Douthitt requested that he split the invoices for work incurred to the appropriate District.

Although Mr. Trevino did not review his written report with the Board in detail, his written report was included in the General Manager's Report and is as follows:

- a) The full-service maintenance was performed two times in the month of February;
- b) Work Orders #25088 for THP drainage scheduled for 3/15/23 and #25379 for Phase 1 storm cleanup were completed.
- c) Work Order #24926 for concreting the pedestrian strip by the Trinity Hills pond has been scheduled.
- d) Discharge Drip Fields are scheduled for mowing on 3/11/23.
- e) Fertilizer – Pre/Post Emergent Round 1 was completed on 2/28/23.

2. Financial Report: The Board called on Allen Douthitt of Bott & Douthitt to present the Accounting Report dated March 9, 2023. 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 Cadence Bank Manager's Account: \$17,00.00
 - From TexPool Operating to TexPool SPA Account: \$5,278.34
 - From TexPool Tax Account to TexPool Operating Account: \$400,284.84
 - From TexPool Tax Account to TexPool Debt Service Account: \$650,000.00
 - Financial Highlights:
 - The month of January 2023 came in ahead of plan by \$81,000. Favorable revenues made up \$6,000, favorable expenditures made up \$75,000.
 - Year-to-date the District is ahead of plan by \$418,000.
 - General and Joint Maintenance CAP's have been suspended for the new fiscal year. Inframark has agreed with our FY-2022 reconciled balances and payment of the balances owed to the district by Inframark is anticipated in the near future.
 - Fiscal year 2023 tax collection rate of 87.44%.

Mr. Douthitt noted that he spoke to the Finance Committee and, in light of all of the costs associated with the storm clean-up, would like to review and update the budget.

Let the record reflect that Director Lucas entered the meeting.

Mr. Douthitt also noted that he would recommend the Board discuss moving \$100,000 from the operating account to the debt service account because it will help with debt service and ultimately tax rates.

Let the records reflect that Chris Lane entered the meeting.

3. 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 the digital meter conversion, Ms. Olsen noted that upon a final audit by Inframark, it was determined that the District did not need additional poly lids.

Ms. Olsen then discussed the updates with the Belterra Centre and noted that new handrails are needed on the patio. She stated that Mr. Geeslin at Terrain gave her a proposal for \$3,815 to replace the handrails. With respect to the acoustics in the Center, Ms. Olsen presented a proposal by Origin HiFi for panels that will act as a sound barrier. The Board can pick art to put on the panels and the panels will be hung on the walls and from the ceiling. Ms. Olsen recommended this option versus putting carpet on the floor. Ms. Olsen then noted that there has been some suspicious activity in the far end of the parking lot. They will be mounting two cameras on the Belterra Centre roof, one camera will face the parking lot and the other will face the LED sign. Ms. Olsen also mentioned that wood ants were discovered in some of the windows in the Belterra Centre. A pest control service exterminated the ants but the windows need to be repaired. The Board discussed how long to keep the camera video but determined that the Facilities Committee will discuss and return to the Board.

Let the record reflect that Sean McGillicuddy entered the meeting.

Director Botts noted that customers were complaining about water usage but not a lot of customers have not signed up for the Eye on Water program. Director Botts suggested that if someone comes in to settle a late water bill, he thinks it would be a good idea to offer that if they sign up for Eye on Water, the District will waive the 10% penalty fee. Ms. Jackson noted that when customers come in with questions about their water bill, she explains the program and gives them a sign-up sheet.

The Board reviewed a picture of the algae in Pecan Park. They discussed the cause, solutions and how it will affect the filter and pump. Ms. Barzilla suggested that the District consult with Aquatic Features. Director Robison noted that there are two pumps in the pond and one is not working.

Let the record reflect that Samantha Bethke entered the meeting.

Ms. Olsen stated that she would consult with her team at Inframark regarding the algae and will bring their recommendations to the Board at the next Board meeting.

4. Committee Reports:

Facilities Committee: Ms. Olsen gave the report on the Belterra Centre earlier. The only action items will be the hand rails and the acoustics.

Finance Committee: When asked about the status of receiving Inframark's check reimbursing the District for the General and Joint Maintenance CAP, Ms. Olsen stated that Inframark had mailed the check. The Board asked Ms. Olsen to cancel the checks, if the bookkeeper does not receive them by tomorrow morning, and wire the money to the District's account. Mr. Douthitt noted that he would send Ms. Olsen wiring instructions if he did not receive Inframark's checks in the morning mail.

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 excluding the Sunscape representatives and Chad Geeslin of Terrain. 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.

Ms. Bethke and Mr. McGillicuddy both spoke during public comment. Both urged the Board to reconsider its position of not allowing the Belterra Centre to be used as a polling location for the May election. Both residents are concerned because the May election will have a very important bond issue to ease the overcrowded schools in Dripping Springs. During their comments, they noted how many registered voters live east of RR 12 making it harder for them to vote since the nearest polling location was on Roger Hanks Parkway. During their comments, they also voiced concern that the teachers would not be able to get to Roger Hanks Parkway to vote in time. In addition, they noted that residents are used to being able to vote at the Belterra Centre. The Board asked about alternative locations for voting and Ms. Bethke explained why those locations were unavailable.

Mr. Kutac called for additional public comment. Hearing none, the Board proceeded to the next item on the Agenda.

Director Botts requested that the Board discuss Item 11(f) on the Agenda at this point. Director Botts then noted that he had spoken with Jennifer Anderson at the Hays County Election office several times about using the Belterra Centre for the election and noted that she is working with Chief Collard at the ESD and is hoping that he will allow voting at the ESD building, which is also located in Belterra. Director Lucas noted that the Headwaters Amenity Center is listed as a polling location on Hays County's Election website. Director Botts stated that he believes early voting is covered. Director Dally mentioned that he would be happy to volunteer at the Belterra Centre on Election Day if other Board members are in support of using it as a polling place. Director Kelly noted that he would be willing to consider allowing the Belterra Centre to be used as a polling location for Election Day on May 6th but only on May 6th, if Board Members from the District and from HCWCID No. 2 are available to volunteer at the Belterra Centre on Election Day. Both Ms. Bethke and Mr. McGillicuddy stated that they would volunteer as well. During the discussion, it

was noted that the some of the office space in the Belterra Centre is leased and that it would not be fair to tenants to allow the Belterra Centre to be used as an early voting location because it would inhibit ingress and egress during their work week in their work area.

Upon motion by Director Kelly, seconded by Director Botts with Director Robison opposed, the Board authorized the Belterra Centre to be used for the May 6, 2023 Election Day as a polling location, if the ESD does now allow the ESD to be used. The Board specifically noted that it will not allow the Belterra Centre to be for early voting. The Board also noted that the authorization is subject to having Board members available to volunteer during voting.

6. Consent Items:

a) Minutes: The Board of Directors reviewed the Minutes from the February 9, 2023 Regular Meeting; and

b) Accounting Report: The March 9, 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 Lucas, seconded by Director Botts, the Board approved the Meeting Minutes, the Accounting Report and related disbursements excluding those listed below.

Upon motion by Director Kelly seconded by Director Lucas and unanimously carried, the Board approved payment of Check Nos. 10873 and 10874 to Inframark but voted to hold those checks until the District has receive Inframark's reimbursement to the District for the General and Joint Maintenance CAP.

Upon motion by Director Botts, seconded by Director Dally and unanimously carried, the Board voted to continue to withhold the check to Myers Concrete for the Crampton Cove repair, which the Board voted to withhold in last month's Board Meeting.

Upon motion by Director Dally, seconded by Director Lucas and unanimously carried, the Board authorized the transfer of the funds necessary to issue payment and payment to Terrain for its ice storm cleanup services performed in February.

7. Reports: All committee reports were given during the regular meeting.

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

The Board requested that Ms. Barzilla review the insurance policy to ensure that the property values are sufficient to cover any losses.

I. Potential action items for the meeting:

- a) Recommend conditional final acceptance of Crampton Cove
(Report Item VI.A)

- b) Recommend approval of Pay Application No. 1 for Crampton Cove \$272,310.00 (Report Item VI.B)

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 and Lot 1B-2.
- d) Grease traps currently under review – none.
- e) Water LUE determination review – none.

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

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

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

V. **Pad ZZ:** Commercial Townhomes - Construction Updates:

- a) Public wastewater is complete
- b) Public water connection has not been made.
- c) Public storm sewer is ongoing.

VI. **Crampton Cove Pavement Repair:**

- a) Discuss updates and project status.

VII. **St. David's Site Plan:**

- a) The site plan is currently being reviewed, comments were submitted, and we are awaiting the comment response.

VIII. **PEC – Distribution Upgrades Easement Request:**

- a) Discuss updates.

IX. **Lot 1B-2 Urgent Care Site Plan:**

- a) The site plan is currently being reviewed.

X. **Hays 1 Water Tracking:**

- a) Approximate Max Daily Usage (January 2023) — 423,300 gallons.
- b) Max allowed = 1,221,120 gpd.

Ms. Barzilla reported that Myers Concrete used flowable fill in the Crampton Cove pavement repair and then installed the pavement. Terracon tested the flowable fill and it initially failed. However, it passed a subsequent inspection 42 days later. The asphalt failed County inspection, requiring Myers to remove and replace the asphalt, which replacement is scheduled for the 22nd of the month. It will take a couple of days to replace the asphalt. She also noted that Aspen was tested and passed, so Aspen is complete. The Board discussed withholding payment to Myers

Concrete because the District should not have to pay for construction phase services and testing services again considering the work failed the first time. The Board requested that Ms. Barzilla determine the construction phase service costs, Terracon's testing costs and Inframark's costs for replacing the two water lines that Myers Concrete damaged. Ms. Barzilla stated that she would present a Change Order at the next meeting to deduct all of the above costs.

There is no update with respect to the PEC Easement Request.

With respect to CPM's pipe liner proposal, Ms. Barzilla noted that she gave CPM the District's standard contract documents, but then CPM requested to use their own contract form. Mr. Kutac would like to request revisions to such contract. It was noted that CPM would like 50% of the payment before they submit their order for the pipe liner, 25% upon commencement of services and 25% upon completion of services. The Board discussed the issues with paying 50% up front, including delay in ordering and/or receiving the product. Mr. Kutac suggested having the District pay for the product directly, or otherwise revising the payment schedule.

Ms. Barzilla noted that with respect to the drip skid repairs, Proscap will start the repairs as soon as it receives the parts. There is not a set date for receipt of the parts, but Proscap thinks it will be weeks versus months.

Action Items:

- i) Upon motion by Director Botts, seconded by Director Lucas and unanimously carried, the Board approved the CPM contract contingent upon Mr. Kutac's review and approval of the contract language and the direct purchase of the materials, if necessary.

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 authorization of Proscap to evaluate necessary drip field repairs — Time and materials, not to exceed \$2,000.

II. **Treated Effluent Fire Hydrant:**

- a) The 210 Beneficial Reuse Permit Amendment has been completed and turned into the TCEQ.

III. **12" and 8" Treated Effluent Line:**

- a) The contract documents are being reviewed.

IV. Discuss the addition of materials on hand in the case of emergency.

V. **Drip Skid Repair:**

- a) The parts have been ordered and the contractor will start work on the repair as soon as the parts are delivered. The work should take 5 days.

- b) Authorize Proscape to start evaluating the drip field repairs that will be needed, including piping, wiring, valves, etc. — Time and materials not to exceed \$2,000.
 - (i) Proscape will need to complete repairs on the drip skid prior to starting the evaluation of the drip fields.

VI. **Wastewater Summary:**

- a) Average Daily Wastewater Usage (January 2023) = 368,000 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

Action Items:

- i) Upon motion by Director Kelly, seconded by Director Botts and unanimously carried, the Board authorized Proscape to evaluate the drip field repairs with costs not to exceed \$2,000.

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

9. **Financial Items:**

Action Items:

- i) Upon motion by Director Lucas, seconded by Director Dally and unanimously carried, the Board approved the opening of another account, if needed, at Bancorp South in order to separate the checking account from the payment processing/lockbox account.
- ii) Upon motion by Director Lucas, seconded by Director Botts and unanimously carried, the Board authorized signature on the TexPool Participation Agreement and Resolution.

10. **Management and Operations Items:**

- a) With respect to the permanent portable generator for the Lift Station, Ms. Olsen noted that she is working with Mr. Kutac on receipt of any outstanding equipment to ensure that it is delivered after the transition to MOC and not canceled.
- b) No update with respect to the proposed rental of a diesel tank or proposed use of propane in the event of power outages.
- c) No update with respect to the TDS residential storm debris clean-up.
- d) Ice storm clean-up was discussed earlier in the meeting.

- e) The Board discussed requests by residents for reimbursement due to damage caused to their fences during the ice storm when tree branches from the greenbelt fell on their fence. Mr. Kutac noted that ordinarily under Texas law, the owner of the land upon which a tree is located is responsible for damages caused the tree. However, he also noted that the branches fell as a result of an uncontrollable natural event (i.e. an ice storm) and that the District is a political subdivision with governmental immunity. Upon motion by Director Lucas, seconded by Director Botts and unanimously carried, the Board authorized Ms. Olsen to have Sunscape remove the fallen tree limbs/branches from the fences under their ice storm proposal. However, the Board left the timing of the removal up to Sunscape's discretion based on the most efficient use of their time. The Board did not authorize repair to the fences.
- f) Ms. Olsen noted that she met with the manager at Chase Bank but did not send the letter regarding the \$40,000 impact fees to Chase Bank via certified mail. The manager of Chase stated that she would discuss with Chase legal. Ms. Olsen informed the manager that the services will be disconnected if they do not pay the impact fees.

Standing Items:

- 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) Customer communications were discussed earlier in the Board Meeting;

l) Additional Action Items:

- i) Upon motion by Director Kelly, seconded by Director Botts and unanimously carried, the Board approved Precision Pump's proposal for \$7,850 for the Aeration Basin No. 2 mixer.
- ii) Upon motion by Director Botts, seconded by Director Lucas and unanimously carried, the Board approved Terrain's proposal for \$3,815 to repair/replace the hand rails at the Belterra Centre.
- iii) Upon motion by Director Botts, seconded by Director Kelly and unanimously carried, the Board authorized the acoustic wall panels for the Belterra Centre proposed by Origin HiFi. The Board did not vote on the ceiling panels because it would like to see what they look like and how they work. The Board would also like a chance to determine if the wall panels will solve the issue.
- iv) Upon motion by Director Botts, seconded by Director Kelly and unanimously carried, the Board authorized Terrain's proposal to

arrange for 8 haul off boxes, dropped and filled with mulch and removed with costs, at a cost not to exceed \$15,000.

m) With regard to the General Manager's Report, upon motion by Director Lucas, seconded by Director Kelly, the Board approved the General Manager's Report.

11. Rules, Policies, Agreements and Compliance Requirements:

(a) Municipal Operations & Consulting will officially take over from Inframark on Friday, April 14, 2023. Mr. Taylor stated that he will be available on the 12th for a Customer Care Committee Meeting to introduce MOC to the residents. MOC will be hanging door tags, etc. to aid customers during the transition. He also mentioned that Lonnie and Beth Wright would like to add cameras to their office space. MOC would handle the installation of the cameras. Mr. Taylor also mentioned that MOC works with Chase Bank with respect to credit card payments by customers on their accounts.

Upon motion by Director Dally, seconded by Director Lucas and unanimously carried, the Board authorized MOC to work with Chase Bank for credit card use and authorized execution of the Chase Bank Agreement.

Upon motion by Director Dally, seconded by Director Lucas and unanimously carried, the Board authorized Director Botts and Director Robison to sign any documents reasonably necessary to effectuate the transition from Inframark to MOC, subject to review by the District's attorney.

(b) The Board reviewed the draft Lease Agreement between the District and MOC.

Upon motion by Director Kelly, seconded by Director Robison and unanimously carried, the Board approved the Lease Agreement between the District and MOC and resolution in support thereof.

(c) The Board reviewed and discussed the current District Investment Policy. Upon motion by Director Lucas, seconded by Director Dally and unanimously carried, the Board approved the Resolution Acknowledging Annual Review of Investment Policy and Investment Strategies and authorized signature thereon.

(d) The Board reviewed and discussed renewal of the TML insurance and bond coverage. Upon motion by Director Robison, seconded by Director Dally and unanimously carried, the Board approved the renewal of the insurance and bond coverage subject to Lauren Barzilla's confirmation that the District has adequate coverage.

(e) The Board discussed the Drought Contingency Plan and Mr. Kutac explained that he would like to align the District's Drought Contingency Plan with the Hays Trinity Drought Contingency Plan and the PUA Drought Contingency Plan. He reviewed a preliminary draft of the revised Drought Contingency Plan with Board,

explaining the proposed changes to staging and conservation measures. He asked that the Directors review the draft plan and contact him with any questions in advance of the next meeting. Otherwise, he would be proposing the revised Drought Contingency Plan, which will also include updated service area information from Ms. Barzilla.

(f) Reconsideration of the policy on use of the Belterra Centre as an election polling location was discussed at the beginning of the meeting.

(g) Mr. Kutac noted that to make the MOC transition easier, he is recommending that the consultants not have multiple District committee contacts. He recommends that the Parks Committee deal directly with Sunscape, the Finance Committee directly with Bott & Douthitt, the Customer Care Committee directly with Touchstone, the Website and the customers, and the Joint Management Committee would work directly with MOC during the first few months of the transition.

Upon motion by Director Botts, seconded by Director Dally with Director Robison opposed, the Board moved the responsibilities of the Infrastructure Committee to the Joint Management Committee for a temporary period at the commencement of the transition. The Joint Management Committee will work directly with MOC during the transition and once MOC has acclimated, the responsibility would return to the Infrastructure Committee.

(h) Case Conference Registration. Ms. Jackson registered the participating directors for the Case conference last year. She will do that again this year and Mr. Douthitt will pay the fees. The conference is in South Padre and will be held on June 15th through 17th.

12. Water Supply Agreements: No update.

13. District Calendar and Schedule: The Board scheduled a special meeting on June 30th at 4:00 p.m. to review and update the budget. The regular Board Meeting for April will be April 13, 2023 at 4:00 p.m. The Board asked Ms. Hahn to schedule a Joint Customer Care Committee to introduce MOC to the residents. The District's Customer Care Committee is available on April 12, 2023 at 6:00 p.m.

14. Executive Session: No Executive Session was required.

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

APPROVED AND ADOPTED on the 13th day of April 2023.




Dan Robison, Assistant Secretary

EXHIBIT A

Memorandum for: Hays WCID No. 1 Board of Directors
From: Kay Olsen
Date: 3/9/23

Subject: Board Workshop – Management and Operations Report since 2/9/23

I. Zach Johnson's Eagle Project (update) –

- A. Inframark donated labor to dig holes; frames are in ground; project almost complete
- B. Districts can remit donations of \$500 each after completion pics are provided

II. Tues 1/31 – Sat 2/4 Ice Storm clean up (Customer Care Committee)

- A. EQ basin pumps (update) – faulted out after power flickered and could not be reset; Pump Solutions replaced transducer on 2/3 \$930, Alterman replaced control transformer on 2/6 \$2,219; WWTS called out during repair \$6,351
- B. Sunscape approved for Phases 1-3, 4-man crew, 2 days/week, \$2,400/day
- C. Terrain approved for 5-month contract, 4-man crew, 5 days/week, \$2,400/day, to focus on drip and 210 fields, split between Hays 1 & Hays 2
- D. Dorset Park – caution tape placed around play structure
- E. TDS Brush Pickups – scheduled for weeks of 2/22, 3/1, and 3/8
- F. Explanation of PUA and WCID distribution systems/BWNs is posted on District website, attached

III. Wastewater Treatment Plant

- A. E. Coli out of compliance for Feb because ice storm prevented delivery of sample to lab; EV Report attached
- B. Feb *estimations* – Total flows of 11.5M gallons; daily average flows of 373,000 gpd at 75% capacity
- C. PAX 2 pipe header (membrane sludge pipe) repair (update) – line feeds wastewater from PAX basin pumps into the aeration basin; ER \$13,948 PO issued to Excel Construction; repair completed 3/2
- D. Aeration Basin #2 Mixer replacement (new) – has not been replaced recently, see attached \$7,850 Precision Pump quote

IV. Distribution System and Billing

- A. Water Accountability *estimated* at 91.7% for February
- B. Digital meter conversion (update)
 - 1. 6" meter for Belterra Apartments and 3" meter for DSISD arriving early 2023
 - 2. Inframark conducted final audit; Missy securing quote for last poly lids; expected to be under AM's purchase authority of \$2,500
 - 3. 203 Eye On Water registrations as of 3/6 (vs. 202 as of 2/6)
- C. 26 Delinquent Letters mailed; 16 Tags hung; 3 Disconnects

V. Collection System

- A. LS1 roof (update) – Multivolt \$8,500 PO cancelled; TopSide Construction in Dripping Springs quoted \$5,280; Inframark Ops reviewing scope and locating utilities, then will issue NTP
- B. LS2, pump 2 check valve (update) – approved 2/9, PO issued to ACT Supply on 2/13 for \$2,510.86 replacement

VI. Reuse and Drip System

- A. Tank levels in feet
 - 2/1/23 – 11.6
 - 2/15/23 – 13.4
 - 2/28/23 – 11.3
- B. Total 210 flows for Feb = 10.8M gallons
- C. Sunscape irrigation
 - 1. Feb Irrigation Reports forthcoming
 - 2. 210 repairs of \$7,494.63 approved in Jan – completed
 - 3. Flush valve installation of \$13,159.35 approved in Jan – completed
 - 4. Rainbird system upgrades of \$44,338 approved in Feb – scheduled to begin this week
- D. Mainline leak repairs (new)
 - 1. Aspen Lane Pond 6A – 1½" main line leak discovered by Inframark 2/8, repaired 2/9
 - 2. Trinity Hills commercial pond – Inframark repairs scheduled for Thurs 3/9; pump turned off until then
 - 3. Belterra Drive & Hwy 290 – reported and isolated by Sunscape; Inframark repairs scheduled for Thurs 3/9
 - 4. Belterra Drive & Prescott – reported and isolated by Sunscape; Inframark repairs scheduled for Thurs 3/9

VII. Drainage/Ponds

- A. See Inframark Pond Reports
- B. DP4 at Pecan Park pond pump (update) – escalated to P2, Ops estimating confined space entry and pump repair/replacement
- C. East Commercial Pond (new) – main line leak repair scheduled for Thurs 3/9; pump off in meantime

VIII. Parks & Trails / Committee

- A. Sunscape Feb Landscaping Report – see attached
- B. Sunscape Trinity Hills Park gabion repair (update) – scheduled for 3/15

IX. Other

- A. Security services – Ron Hood directed to schedule Ad-Hoc shifts for April-July

Subject: Regular Board Meeting

Management and Operations, Actionable Items:

10a) Permanent generator for LS1 – ordered; estimated delivery remains Aug 2023

10b) Rented portable generator – rental period ended 2/28, per Directors

10 c, d, and e) see Item II

10f) Chase Bank impact fees – Kay dropped attorney's letter and service app at local Chase branch this week

Management and Operations, Standing Items:

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

Vendor	Amount	Budgeted	Description	Work Order #
Precision Pump	\$7,850		Aeration Basin #2 mixer	n/a

Rules, Policies, Agreements and Compliance Requirements:

11a) Inframark Service Agreement Amendments

- Unused Maintenance Cap Refund checks mailed to Accountant 2/27
- Yentzen coordinating an end date with Inframark billing, Matt, and MOC