

MINUTES OF MEETING  
OF THE  
BOARD OF DIRECTORS

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 May 13, 2021, and 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, Kristi Hester, the District's general management and operations contractor, Chris Lane of SAMCO Capital Markets, Inc. ("SAMCO"), the District's financial advisor, Vicki Hahn, paralegal with Winstead PC.

Matt Kutac explained a few guidelines for the in-person and telephonic conference meeting regarding a request that each Board member confirm their name prior to making any motion or voting on such matters to insure that the public record of the meeting would be heard and accurately recorded. Notification to the public was given that the meeting was being recorded. The meeting was then called to order, and evidence was presented that public notice of such meeting had been given as required by law.

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: (i) operations updates and a summary of activities since the last regular Board meeting and recommended

action items for the regular meeting, and (ii) review of the current Accounting Report. During the workshop session, no formal action was taken, but the following matters were discussed in detail:

Before Ms. Hester began her report, Ms. Lane mentioned that the annual AWBD Conference and the Case Conference are coming up. A short discussion ensued giving details (i.e., date and location) of the conferences.

1. Management and Operations Reports: Ms. Hester was asked to review Inframark's General Manager's Report ("GM Report"). Ms. Hester reviewed and 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 which Ms. Hester reviewed with the Board:

**I. Wastewater Treatment Plant**

- a) All facilities are in compliance for the Month of April;
- b) Daily average flows are 342,000 gallons a day, 68% capacity which is back to normal;
- c) The EQ Tank Rehab is complete;
- d) In the process of cleaning all basins - June schedule to pull and inspect membrane filter;
- e) Repaired blower on MBR aeration basin;
- f) Pulled and cleaned all 3 transfer pumps;
- g) Monthly generator preventive maintenance completed - replaced batteries;
- h) Annual electrical preventive maintenance completed;
- i) Annual infrared inspection is scheduled for this month; and
- j) 6 Month preventive maintenance vibration tests on all rotating equipment.

**II. Re-Use Water System - Drip System:** Full inspection of all zones is underway. The valves and solenoids in all zones in the drip fields are checked annually.

**III. Distribution System – Billing**

- a) 712 AMI meters installed, 88 users are on the portal;
- b) Water accountability is back in line at 95%;
- c) We had 4 disconnections with one customer still owing \$1,147.98; and
- d) Cody found 81 GPM leak at 200 Abbey while reading meters and notified customer.

**IV. Collection System**

- a) Lift Station No. 1 – an alternator on one of the pumps was replaced;
- b) 170 Victoria Court had blockage on the customer side of the meter;
- c) 6 Month preventive maintenance vibration tests on all rotating equipment at lift stations; and
- d) Annual infrared inspection is scheduled for this month for all lift stations.

**V. Drainage/Ponds**

- a) Removed obstruction from overflow at main pond;
- b) De-winterized all pond equipment;

- c) Commercial East pond - couple of outstanding items on the punch list - scheduling contractor. Ms. Hester met with Director Robison at this pond to review.

**VI. Parks – Trails**

- a) Replaced steering wheel on playscape at Dorset;
- b) Spring color change will be installed late May;
- c) Top off mulch at The Views Park - see above proposal; and
- d) HOA has requested fishing event for Fathers Day/National Fishing Day.

**VII. Construction:** Apartments X2 - inspected bypass line - installed valve.

**VIII. Customer Care Committee:** Schedule meeting to discuss - Security, Touchstone, TDS, Crosswalk Request.

**IX. Infrastructure Committee:** Nothing to report.

**X. Facility Committee**

- a) The Belterra Centre will be fully opened on May 17<sup>th</sup>; and
- b) In progress: Acoustic design, parking lot lighting, repairs where awnings fell.

**XI. Other:**

- a) Obtain committee wish lists for budget amendment review; and
- b) Newsletter to go out next week.

With respect to III(b), water accountability is back in line. Ms. Hester feels like the water accountability was off recently due to changing out the meters and the winter storm.

With respect to III(c), the disconnected customer who still owes \$1,147.98, who was probably a tenant and is no longer in the District.

During the Report, Director Lucas asked how many meters still needed to be installed in the District to complete the project. Ms. Hester is not sure but she noted that she has ordered all of the meters but there is a delay in getting them. As soon as the meters get here, Ms. Hester will pull the special crew from Houston and have the meters installed. Director Lucas also noted the District is leaving the outstanding balance that Sky Cinemas owes the District on the Accounts Receivable in case the District can collect any of the funds. Ms. Hester mentioned that EVO is also on the delinquent list. The account balances shows they owe approximately \$12,000, but she wants to make sure the past balance of Sky Cinema did not roll into the current balance of EVO. Mr. Kutac mentioned that if a customer goes into bankruptcy, collection activities will have to cease due to the automatic stay under the bankruptcy code.

Now that everything on the membranes is fixed and working, Director Botts asked if the membranes will be inspected to assess their overall condition. Ms. Hester confirmed that they will do an assessment after the basins are cleaned. Director Botts also questioned whether cleaning the CIP membrane will go back to normal. Ms. Hester confirmed that if everything is normal, the CIP membranes should be able to go 6 weeks without cleaning.

Director Botts also commented that only 88 customers are on the AMI portal. Ms. Hester stated that she is going to add an item to the newsletter regarding the portal and its use and hoped this would increase portal usage. She also noted that Teri Martin and Missy Roberts with Inframark are going to reach out to customers in an effort to encourage sign up for portal usage.

Director Botts noted that the East Pond by Trinity Hills will be discussed in Executive Session.

Director Botts also mentioned that he thought the fishing tournament proposed by the HOA is a great idea, however, he wants to make sure that some items are addressed before the tournament: (i) the pond is not stocked; (ii) the fountain will need to be turned off during the tournament; (iii) security needs to be at the event; (iv) the HOA needs to supervise the event; (v) participants must be informed to be careful with any fishing line so that it doesn't get caught up on the pond; and (vi) the HOA must be aware that the pond is not meant for fishing. Mr. Kutac inquired as to whether a protective cage can be put around the pump during the tournament to minimize damage from fishing line, and then be removed after the event.

2. Financial Report: The Board called on Allen Douthitt of Bott & Douthitt to present the Accounting Report dated May 13, 2021. The following is a summary based on his report.

- a) There are five action items for the Board: (i) Approval of the director and vendor payments; (ii) approval of \$18,800 from BancorpSouth Operating Account to BancorpSouth Manager's Account; (iii) \$6,974.50 from TexPool Operating Account to TexPool SPA Account; (iv) \$31,736.31 from TexPool Tax Account to TexPool Operating Account; (v) \$50,000 from TexPool Tax Account to TexPool Debt Service Account.
- b) The month of March was behind plan by \$76,000 (\$45,000 favorable revenues and \$121,000 unfavorable expenditures); Year-to-date the District is behind plan by \$169,000.
- c) March charges to the Joint Maintenance CAP were \$271,000. Actual charges are \$295,000 more than the monthly billings to date.
- d) March charges to the General Maintenance CAP were \$11,000. Actual charges are \$42,000 less than the monthly billings to date.
- e) Year-to-date the District has a collection rate of 96.76% on property taxes.

Mr. Douthitt mentioned that the Finance Committee is meeting to discuss the budget for the year. The District has an excess of \$349,703.69 in the Capital Project Fund, which gives the District the potential to use such excess to pay for rehabbing the Drum screen. He also noted that the excess funds can be used for large repairs and/or bond improvements. A Board meeting will be necessary to authorize re-allocating such funds.

3. Committee Reports, Recommendations and Assignments:

a) Finance Committee: Disbursements this month include an invoice for \$12,000 for Mr. Kutac's services on the 210 Irrigation RFPs. It was noted by Mr. Kutac and the Board that Mr. Kutac spent more than 50 hours working on this project. Mr. Kutac and the Board believe this work is outside the normal scope of Mr. Kutac's services. All of the Board members voiced their support for this invoice.

b) Infrastructure Committee: Director Robison met with Ms. Hester at the commercial pond and noted that the program for the pond keeps getting interrupted. He noted that a contractor is coming to fix the issue. He also noted that the CC Carlton Warranty has expired. Mr. Kutac noted that the District submitted a warranty request prior to the end of the warranty period.

c) Customer Care Committee: Various issues need to be discussed (i.e., law enforcement and Touchstone, etc.) Ms. Hester will schedule the meeting.

d) Facilities Committee: Facilities will meet to discuss options for better acoustics at the Belterra Centre and adding cameras to the Centre.

Director Kelly mentioned that according to the AWBD, Texas allotted \$16 billion to a program where MUD's might be entitled to funds to help winterize facilities. Mr. Kutac mentioned that the District should be aware of potential grant conditions and requirements associated with obtaining government funds, and discussed a few examples involving Hays County WCID No. 2's receipt of trail grant funding several years ago during a more intense period of development. He noted that the District should still look into the possibility, as the grant conditions and related requirements may be more workable since the District is well established. Director Botts asked the Finance Committee to look into the program.

The Board returned to the discussion of the AWBD and Case conferences. Ms. Hester noted that she will sign the Directors up for the meetings if they are interested. It was also noted that CASE focuses on rural Central Texas and the AWBD focuses primarily on Houston MUDs. Mr. Kutac mentioned that the Open Meetings Act includes an exception for these meetings so that all of the Directors can go to the conferences without violating the Open Meetings Act.

Director Botts requested the status of the Emergency Response Plan and Ms. Hester stated that Inframark is still working on the Plan.

Director Botts then mentioned that Belterra Centre will be fully opened starting Monday. He also noted that during meetings people should be socially distanced in the hallway. Mr. Kutac will review current county requirements for social distancing prior to the next meeting.

It was announced that the Workshop was adjourned and the Board moved to its regular Board meeting.

## **REGULAR MEETING - 5:00 P.M.:**

Matt Kutac, general counsel for the District, confirmed that Directors Botts, Kelly, Robison, Dally and Lucas remained at the Belterra Centre for the regular Board Meeting. All of the directors were present when votes were taken and voted on all matters unless an abstention is set out in any such item. Mr. Kutac reminded the directors and consultants to state their name prior to speaking and requested that motions/seconds be noted by name. In addition, Matt Kutac, Kristi Hester, Chris Lane and Vicki Hahn remained at the Belterra Centre joined by Lauren Barzilla with CMA ("CMA"), the District's Engineers and Johnny McDonnell and Josh Fort, with WLE, the District's landscape service provider. After confirming attendance, Mr. Kutac advised those present that the meeting was being recorded.

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.

Mr. Eaton, a resident in Belterra appeared in person and was recognized to speak. He handed a copy of a presentation he made to the Board in August 2017 regarding lowering the taxes to the Board for their review. He made a plea to the Board to review the taxes and consider cutting the tax rate. The Board thanked Mr. Eaton for his presentation and stated that they would consider his request.

Ms. Sarah Kline, a resident in Belterra who lives in the Palisades appeared in person and was recognized to speak. She stated that District residents cross Nutty Brown Road all of the time and noted how dangerous it is to cross there. She has spoken to the County regarding putting in a crosswalk there so that people can cross safely. The County has agreed to put in a crosswalk if the District extends the relevant sidewalks to the curb and makes them ADA compliant. The Board thanked Ms. Kline for attending the Board meeting and noted that they would consider her request.

Mr. Andrew Hale, a resident in Belterra participated via telephonic conference. The board recognized Mr. Hale to speak. Mr. Hale also wanted to discuss the crosswalk. He walks his children to the preschool on Nutty Brown Road. He noted that they have to wait a long time for speeding traffic to clear before they can cross the street and it is very dangerous. He believes that a crosswalk will at least make the public more aware that people are crossing there. He wants to endorse extending the sidewalks and making them ADA compliant. The Board thanked him for attending the meeting and noted that they would consider his request.

Mr. Kutac clarified that through a license agreement the County has granted the District the right to install and maintain the sidewalks in certain right-of-way areas, but the County is also permitted to install crosswalks as the owner of those areas. He also explained that the developer of Belterra originally put the sidewalks in, and the District has historically maintained all sidewalks and addressed requests to extend or install new sidewalks.

No other person spoke publicly so the Public Comment session was closed and the Board proceeded to the next item of business.



The Board decided to discuss the public comments under Item 9(i). Ms. Hester showed a map where the crosswalks would go. She requested authority to get bids, not to exceed \$12,000, to extend the sidewalks and make them ADA compliant. Ms. Hester confirmed that there would be a flashing light at the Pedestrian Crosswalk. Director Lucas noted that the County works at a different pace than the District and the residents would have to push the County. The Board acknowledged that and urged Ms. Kline to put pressure on the County to install the crosswalk as soon as the District has extended the curbs.

Upon motion by Director Botts, seconded by Director Kelly and unanimously carried, the Board authorized Inframark to solicit bids to place 4 ADA compliant sidewalks in the relevant area and proceed with construction of the sidewalks if the bid is \$8,000 or less. If the bids are over \$8,000, Inframark will bring the bids to the Board for review.

The Board next moved to Item 8(d) because Chris Lane, the Financial Advisor to the District, had a scheduling conflict and needed to leave the meeting early. Ms. Lane noted that the District must have tax exemptions in place before July 1. The Board would like the Financial Committee to review the Preliminary Certified Values with Mr. Kutac and Ms. Lane. After the Financial Committee review, the matter will be brought before the Board during the June 17, 2021 Special Meeting of the Board to discuss the 2021-2022 Budget and tax exemptions. The Board then discussed three options to lower taxes: (i) the over 65 exemption; (ii) an increase in the homestead exemption; and (iii) lowering the tax rate percentage. During the discussion, it was noted that (i) the District cannot freeze taxes for over 65, it can only give them a lump sum tax break; (ii) with land values increasing, there is likely room to increase the homestead exemption; and (iii) putting a ceiling on the taxes would probably benefit more residents than the other two options. During the discussions, it was noted that roughly ½ of the District has a homestead exemption, so if you put a ceiling on the taxes instead of adjusting the exemptions, it would benefit the most people, which is what the Board wants to do. The Board decided that the Finance Committee should put together a report showing the numbers for all three options so that the Board can see all facets.

Director Botts then called on Johnny McDonnell from WLE. Mr. McDonnell informed the Board that he is re-locating to Florida but that he trusts Josh Fort to take care of and do a good job for the District. The Board thanked Mr. McDonnell for his nine years of service to the District. Josh Fort then proceeded to give the landscape report. Mr. Fort proposes to spend two days labor on cleaning up the remainder of the trees damaged by the winter storm. He drove the trails and they look good except for one or two areas. He also noted that he will take care of the broken limbs at the Belterra Center and mentioned that the invoice for \$5,400 will be split with Hay County No. 2 if their Board approves. Director Botts questioned if it would take more than two days because there were additional areas (i.e., the Belterra Centre) that the Board noted needed to be cleaned up that were not on the proposal. He stated that he does not want Mr. Fort to come back again with another proposal. Mr. Fort assured Director Botts that if they authorize a \$6,000 total then WLE will complete the job no matter how many days it takes. Mr. Fort also noted that the delay in planting the spring flowers is because WLE is having a hard time sourcing the flowers. Mr. McDonnell mentioned that all the flowers they have looked at priced high but do not look good.

Director Kelly voiced his concern that the time frame from the time WLE mows the drip field to the time that they weed-eat the outer areas around the fencing is taking a week to two

weeks and that is too long. Mr. Fort assured him that he will make sure that there is no lag in the time of the mowing and the weed-eating.

Director Botts asked that if WLE is experiencing delays in their service (i.e., spring planting, etc.), don't keep the Board in the dark, give Kristi a call and tell her there is a delay in the service and why there is a delay.

5. Consent Item:

a) Minutes: The Board of Directors reviewed the Minutes from the April 8, 2021 Regular Meeting.

b) Accounting Report: The May 13, 2021 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 Dally and unanimously carried, the Minutes from the April 8, 2021 and the May 13, 2021 Accounting Report and related disbursements were approved.

6. Reports: If necessary, review and discuss reports not completed during the Board Workshop Session. No reports remained to be discussed.

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

I. Potential action items for the meeting: None.

II. Commercial Tract Development:

- c) 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.
- d) 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 X
- e) Plans currently under review -waiting on submittal of Lot 3G-I Site Plan;
- f) There are no grease traps currently under review; and
- g) Water LUE determination review - Pad X.

III. Belterra Village Multifamily: Final completion date for the entire project is set for June 2021.

IV. Pad X:

- h) The storm sewer manhole riser sections are under review;
- i) Waterline pressure test and bac-Ts passed; and
- j) Wastewater line is under construction.

V. Lot 3G-I: Waiting on submittal of the site plan.



VI. **Commercial Warranty Items:**

- k) East Pond updates; and
- l) Temporary Stabilization Updates.

VII. **Commercial Water Usage Tracking:** CMA created a "Commercial Water Usage Summary" for the Board.

With respect to Item III (Belterra Village Multifamily) above, Ms. Barzilla noted that hopefully, the Board will never see this item on the agenda again in that all items for final completion will have been satisfied.

With respect to Item IV (Pad X) above, Mr. Barzilla is hopefully that CMA will be able to complete this project soon and finalize conveyances. Reviewing the water line is the next step.

With respect to Item VI of Inframark's Report, Ms. Barzilla contacted the St. David's ground tenant. She is working with the tenant to help get the lot mulched. The tenant received a bid from WLE.

With respect to Item VI (Commercial Warranty Items) above, Ms. Barzilla met Director Robison at the East Pond. The East Pond is still having controller issues. CC Carlton is having trouble getting in touch with the contractor (Site One) but hopes to get the controller issues fixed so this item can be closed.

With respect to Item VII (Commercial Water Usage Tracking) above, Ms. Barzilla created a Commercial Water Usage Summary for the Board. She noted that with the way the meters are set up, some meters cover an entire building while others do not so it is not possible to compare all users equally. She discussed different commercial tenants and a discussion ensued about how much water was allotted to each tenant and how much they are using. It was also discussed that some of the tenants use potable water for irrigation instead of reclaimed water. The occupancy of The Views at Belterra apartments was also questioned. If the occupancy will be increasing in the near future, their water usage will likely go up. Director Botts asked Ms. Hester if anyone has notified the commercial tenants of what their allowed watering days are. Ms. Hester agreed to notify the tenants of their approved watering days. A discussion ensued about the maximum amount of water that the District can use. Mr. Kutac commented that the District needs to keep an eye on the total water used versus worrying about what each tenant is using because the concern is that, as a wholesale customer, the District stay within the max day reservation under its water services agreement with the West Travis County Public Utility agency. Director Botts mentioned that perhaps the District could offer reclaimed water to the commercial tenants that are using potable water to water their landscaping. Director Lucas would like to find out the occupancy of "The Views at Belterra" apartments so that the amount of water they will be using at full occupancy can be factored into this discussion. Ms. Hester stated that she would attempt to obtain the occupancy.

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

- I. **Potential action items for the meeting:** Approval to Solicit Bids for the Belterra EQ Tank Blower Replacement Project.
- II. **Drum Screen Replacement (CMA Task Order 60):** The stairway is on site, and will be installed by the end of May. The fence and gate are scheduled to be installed the week of May 10<sup>th</sup>. The contractor expects to be ready for Final Completion at the June Board Meeting. The drum screens being used as part of normal operation.
- III. **EQ Tank Blower Replacement (CMA Task Order No. 65):**
  - a) Project design is complete; and
  - b) Recommend approval to solicit bids. Ms. Barzilla stated that if the Board grants approval, the bids will be due June 8 and she will recommend award of the contract at the June Board meeting, which means construction should start in July. Contract time is 145 days, placing final completion in December 2021.
- IV. **Belterra Wastewater Treatment Plant Weir Overflow:** Design Updates can be found on the google drive in the PDF called Ongoing Projects at the WWTP.
- V. **Wastewater Summary:**
  - a) Average Daily Wastewater Usage (March 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

**Action Items:**

Task Order No. 65: Upon motion by Director Dally, seconded by Director Kelly and unanimously carried, the Board approved Task Order #65, which authorizes CMA to solicit bids for the EQ Tank Blower Replacement project.

With respect to the Weir Overflow Design (CMA Task Order 65), design is underway, and the structural engineer has the information needed to move forward with their portion of the design.

Upon motion by Director Lucas, seconded by Director Botts and unanimously carried, the Engineering Reports for May were approved.

8. **Financial Items:**

- (a) Administrative Booking Items: No action items at this time;
- (b) Collection of Delinquent Accounts: Mr. Kutac stated that they are making huge strides in collecting the past due amounts from delinquent commercial accounts;
- (c) Tier 4 Reimbursement Rights of ERG Belterra, Ltd. ("Endeavor"): Mr. Kutac stated that he asked Mr. Douthitt to put together a spreadsheet to identify amounts inadvertently reimbursed to Endeavor that were not reimbursable. Endeavor agreed with Mr. Douthitt's numbers and has agreed to offset the such amount against the remaining

amount the District owes Endeavor, which is to be reimbursed with sales and use tax proceeds. It was explained that the District has a strategic partnership agreement with the City of Dripping Springs that allows the District to collect sales and use taxes from the commercial development, and that the District has agreed to pay 50% of its sales and use tax receipts to Endeavor until the remaining balance owed to Endeavor is reimbursed, or for a period of 15 years, whichever occurs earlier. Starting next month, Mr. Douthitt stated that the District would need to pay ½ of the check it receives for sales and use tax from the City to Endeavour on a monthly basis. Mr. Kutac also noted that he has a draft agreement setting out how such offset would be accomplished, and provided an example of how the offset would work as proposed in the draft agreement.

9. Management and Operations Items:

(a) Emergency Response Plan and After Action Plan was discussed earlier in the meeting and Ms. Hester confirmed that Inframark is still working on the Plans;

(b) Reopening Belterra was discussed earlier in the meeting; Ms. Hester stated that starting Monday the Belterra Centre would be open from 7 a.m. to 4 p.m. Monday through Friday and that she would set up chairs and barricades like they did pre-Covid. She stated that she would be in the office two days a week. She also noted that they would like to require that visitors continue to wear masks and to leave the mask required sign on the door. Inframark will remove the signs in the park but would store them in the event they are needed again. Matt Kutac noted that he would review the current requirements regarding masks and social distancing prior to the next meeting.

(c) Authorization of recommended expenditures and actions related to improvement, repair, maintenance, operation and use of District facilities and property, and such routine management and operational matters as are recommended for action:

(i) Upon motion by Director Botts, seconded by Director Dally and unanimously carried, the Board authorized WLE's proposal for \$6,000 to have 3 days to finish cleaning up the remaining limbs damaged during the winter storm. Director Dally requested that there be some oversight to ensure that WLE completes the project.

(ii) Upon motion by Director Botts, seconded by Director Lucas and unanimously carried, the Board approved a one-year renewal of the Neltronics SCADA software support and trouble shooting for \$3,500.

(iii) Upon motion by Director Botts, seconded by Director Lucas and unanimously carried, the Board approved the Fun Abounds Estimate No. 6860 for \$3,189 to top off the mulch at The Views playground.

(iv) Upon motion by Director Kelly, seconded by Director Botts and unanimously carried, the Board approved the 2020 Drinking Water Quality Report and authorized its posting on the website.

(v) Upon motion by Director Dally, seconded by Director Robinson and unanimously carried, the Board approved the General Manager's Report.

10. Rules, Policies, Agreements and Compliance Requirements:

(a) Upon motion by Director Dally, seconded by Director Robinson and unanimously carried, the Board approved a one-year extension of the existing lease agreement with Inframark, LLC for Belterra Centre customer service and administrative office;

(b) Upon motion by Director Botts, seconded by Director Lucas and unanimously carried, the Board approved a one-year extension of the existing lease agreement with Inframark, LLC for wastewater treatment plant storage area;

(c) Upon motion by Director Botts, seconded by Director Dally and unanimously carried, the Board approved the Amended Order Establishing a Records Management Program and Appointing Records Management Officer;

(d) It was noted that the RFP for landscaping and irrigation services will be discussed in Executive Session;

(e) The Ad Hoc Committee that was established to discuss potential alternatives for management of District operations and administration met a few days ago and drafted a preliminary job description. It does not take away from Ms. Hester or put anyone over her. Director Botts noted that the Board may not move forward with hiring anyone but if they do, he thinks the position should be focused on additional Board support and administrative oversight.

11. Water Supply Agreements: No updates needed.

12. District Calendar and Schedule: Mr. Kutac has prepared an initial redline of the existing 210 plan that was last updated in 2013. He sent the redline to Ms. Hester and Ms. Barzilla to review. He would like to set an Infrastructure Committee meeting with Director Kelly and Director Harris at Hays County No. 2 to discuss updating the plan. He particularly wants to discuss the responsibilities for mowing the 100 acres in Hays County No. 2. Ms. Barzilla prepared a map of all 210 areas, but it is not finalized yet. Ms. Hester confirmed that she will schedule the upcoming Committee Meetings. It was confirmed that a meeting of the Board will be called for June 17, 2021 to discuss the 2021-2022 Budget.

13. Executive Session: Upon motion by Director Botts seconded by Director Lucas and unanimously carried, the Board agreed to adjourn to Executive Session to discuss (i) Item 10(d) regarding the RFP, (ii) Item 7 regarding the East Pond; and (iii) Item 8(c) regarding Endeavour reimbursement. The Board retired, along with Matt Kutac to Executive Session at 6:49 p.m.

14. Following such Executive Session the Board re-convened in public session at 7:28 p.m. With respect to Item 10(d) the Board clarified that mowing of the Drip field is not necessarily needed every month. Upon motion by Director Botts, seconded by Director Lucas

and unanimously carried, the Board authorized release of the RFP with the change indicated above. The Board acknowledged that it took no other action during Executive Session.

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

APPROVED AND ADOPTED on the 10<sup>th</sup> day of ~~June~~ June, 2021.



  
Daniel B. Robison, Secretary