

MINUTES OF MEETING
OF THE
BOARD OF DIRECTORS
August 11, 2022

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 August 11, 2022 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 Dally. Also present at the workshop were Matt Kutac of the Law Offices of Matthew B. Kutac, PLLC, Mark Yentzen, Kay Olsen and Jesse Black of Inframark, LLC, the District's general management and operations contractor, Lauren Barzilla of Burgess & Niple (formerly CMA Engineering, Inc.), the District's engineers, Chris Lane of Samco Capital, the District's financial advisor, Vicki Hahn, paralegal with Winstead PC, Nick Seger, Sin Jon Merrick, Tyler Prentkowski and Jesse Trevino of Sunscape Landscaping, the District's landscapers. Walter Almon, a member of the public attended the workshop. In addition, Allen Douthitt of Bott & Douthitt, the District's bookkeeper and Andy Barrett of Andy Barrett & Associates attended the workshop 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. 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".

Ms. Olsen discussed that the District has plenty of Kubota membranes on hand. They just need to switch them out. She stated that Jesse Black said Inframark can replace the membranes under the base fee hours. If he hits the allotted maximum base fee hours, he will pause and then re-start when the base fee re-sets. If the District wants to complete the project faster, the District would need to pay the extra fees for labor. The Board requested that Jesse Black attend the next Board meeting to explain why they are changing out the Kubota membranes. The Board questioned whether the membranes were damaged or whether this was a routine maintenance requirement. The Board would also like Jesse to meet with Robbie Callegari to discuss the matter.

Ms. Olsen noted that Hays County said they will address the pot-holes in the District. She mentioned that the HOA sent a blast out to the residents two days ago that Hays County is fixing the pot-holes.

Director Botts pointed out that Ms. Olsen's Management and Operations Report states that all facilities were in compliance in July, but that he disagreed because the drip fields are not being operated as designed. He asked about the status on the drip fields since they haven't been irrigated in a very long time. He also stated that he cannot find anything in the District's records where the Board asked Inframark to stop watering the drip fields, and now the solenoids are frozen. Director Botts feels that Inframark allowed the drip irrigation system to deteriorate to the point that they are now in need of repair to be operated properly. He also noted that the graphs in Inframark's reports led the Board to believe the drip fields were being used when, in fact, Inframark recently told the Board that it was just using the water to clean screens at the plant. The Board wants Inframark to get the drip fields up and running as soon as possible. Director Kelly asked if the District need parts to repair the system and if there is a supply chain issue with respect to any parts needed. Director Botts then mentioned that he spoke to Robbie Callegari and Mr. Callegari suggested that Inframark do an assessment of viability immediately and give a report on the viability of the system. The Board also noted that it would like a Standard Operating Procedure for the drip fields and would like that procedure to include how many times a week the drip fields are watered and the duration. Mr. Kutac noted that the consultants need to work on this procedure and bring it to the committee to review.

The discussion then turned to the Kubota membranes. The Board again discussed whether the membranes were being replaced due to damage or due to standard maintenance. Ms. Olsen responded that they were being replaced for standard maintenance. Director Robison stated that Ms. Barzilla was trying to arrange a meeting with Kubota to determine exactly why the District is replacing the membranes.

The Board discussed the lack of water and general condition of the Belterra Centre pond, and their concern that water levels in the pond are not supplemented, the clay liner might be damaged if portions of it are allowed to dry out. Mr. Kutac noted that there is an exception to drought restrictions for adding water to a detention pond if the pond might be damaged by the lack of water.

Director Lucas asked about the water conservation enforcement plan and how it is being enforced. Ms. Olsen stated that Zach (the District's dedicated maintenance tech) is touring the District in the mornings. Inframark has notified the people installing pools that they can't fill them with water from the District's system. They have also notified all residents of the District of the watering restrictions by sending out e-mails, e-blasts, social media messaging and putting out door tags. It was then noted that the pool at the Rec Center was closed and that they may have to drain it. Mr. Kutac stated that some community pools are exempt from the watering restrictions and can re-fill and/or top of their pool. However, regular residents are not exempt. The Board requested that Inframark let residents know that if they drain the pool, they can't re-fill it unless they truck the water in. Anyone filling and/or re-filling a pool must show proof that they trucked the water in. The Board also noted that the District should not be advertising or recommending water trucking services.

2. Financial Report: The Board called on Allen Douthitt of Bott & Douthitt to present the Accounting Report dated August 11, 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: 230,000.00
 - From BancorpSouth Operating Account to BancorpSouth Manager's Account: \$11,800.00
 - From TexPool Operating Account to TexPool SPA Account: \$5,527.98
 - From TexPool Operating Account to Alterman Inc. Pay App No. 4: \$4,922.10 and Pay App No. 5: \$26,540.30 (Retainage)
 - Close BancorpSouth Park Account - funds to TexPool Park Account
 - Approval of fund transfers:
 - Series 2012 Refunding \$274,125.00
 - Series 2013 Refunding \$409,174.00
 - Series 2015 \$132,703.00
 - Series 2015 Refunding \$ 4,775.00
 - Series 2016 Refunding \$559,002.00
 - Series 2016A Refunding \$314,096.00
 - Series 2017 \$ 96,422.00
 - Series 2020 Refunding \$151,005.00
 - Series 2020 \$653,720.00
- b) The month of June 2022 came in behind of plan by \$18,000. Favorable revenues made up \$62,000, favorable expenditures made up \$80,000;
- c) Year-to-date the District is ahead of plan by \$729,000.
- d) June 2022 charges to the Joint Maintenance CAP came in at \$11,000. Year-to-date actual charges are \$22,000 more than the monthly billings to date.
- e) June 2022 charges to the General Maintenance CAP came in at \$11,000. Year-to date actual charges are \$92,000 less than the monthly billings to date.
- f) Fiscal year 2022 tax collection rate of 99.24%.

3. Committee Reports, Recommendations and Assignments:

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

4. Landscape Report: Jesse Trevino with Sunscape reported:

- a) The full-service turf maintenance of the high visibility areas was performed four times in the month of July;
- b) Full-service bed detail was performed four times in July;
- c) Monthly mowing in the Red Areas was completed on July 14, 2022;
- d) The Discharge Drip Irrigation Fields were not mowed. Due to the heat there was not enough growth; and
- e) The Tree trimming around the Welcome Center was completed on July 25, 2022.

During the landscaping report, Mr. Trevino noted that he has two proposals to discuss with the Board. The first proposal is to put a curb strip in front of the Trinity Hills Pond. This area is bare due to constant foot traffic and limited irrigation. He suggested 2 options to correct the problem. Option 1 would be to excavate 2" below grade and fill the area with concrete. Option 2 would be to excavate 2" below grade, place 1" of fill sand to create a solid/level base to place 1" flagstone and mortar the pieces in place. He noted that he could start work in two weeks if he is given approval at this meeting. Director Botts would like to see the area himself before voting to approve the proposal.

The next item discussed was wildflowers. Mr. Trevino noted that he would like to order 90 pounds of Texas/Oklahoma wildflower seeds so he could spray the seeds in the wildflower fields. He also mentioned that he has some bluebonnet seeds that Kristi Hester with Inframark had bought but he would like to buy 20 more pounds to supplement what Ms. Hester had. When asked by the Board, Mr. Trevino responded that the proposal amount is all inclusive.

Mr. Merrick then discussed the irrigation system and explained that the cell cards aren't working as well as they thought they would. The cell cards communicate with the radios and the radios are line of sight so they are not as reliable. Director Kelly asked how often Sunscape is having to turn the irrigation system on manually. Mr. Merrick noted that most of the irrigation is working but there are some areas that do not have a good signal. He stated that Arturo (of Sunscape) is in the District approximately 30 hours a week and he turns them on manually. Mr. Merrick then noted that once they install all cell cards, the irrigation system should work without having to manually turn it on.

Mr. Kutac wanted to mention that last month the Board requested that he prepare an amendment to the Sunscape Landscaping Agreement to sync up the wildflower mowing schedule with TxDot's schedule and address language regarding trails and de-composed granite. The Board also wanted him to address the discount that Sunscape promised to provide if HCWCID No. 2 signed a landscaping agreement with Sunscape. The District asked for a 3% discount annually after Sunscape had offered an enhancement credit of \$5,000 annually. He explained that Mr. Seger of Sunscape had, in response, proposed a discount that works out to be approximately a 2% annually. Mr. Seger noted that he would view the credit as ongoing, not just for this year and also noted that he is not planning to raise prices next year.

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, except for Sunscape Landscaping. 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 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. Hearing no public comment, the Board proceeded to the next item on the Agenda.

6. Consent Items:

a) Minutes: The Board of Directors reviewed the Minutes from the July 7, 2022 Special Meeting and the July 14, 2022 Regular Meeting; and

b) Accounting Report: The August 11, 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 Lucas, seconded by Director Robison, the Minutes, the Accounting Report and related disbursements, were approved with Director Botts abstaining.

7. Reports: No additional reports were given.

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

I. Potential action items for the meeting:

- a) Approval of pay application for Crampton Cove Pavement Repair for \$40,470.00.
- b) Approval of Task Order 71 – Crampton Cove Pavement Repair Bidding

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 - none
- d) Grease traps currently under review - none; and
- e) Water LUE determination review – none.

III. Commercial Water Usage Tracking: The Commercial Water Usage Summary is attached to the engineering report in the Board Packet.

IV. Lot 3G-1: Construction Updates:

- a) Public water has not been completed, wastewater connection has not been, public utility construction has been slow due to unexpected field conditions.

V. Pad ZZ: Construction Updates:

- a) Private water line installation has started, and storm sewer installation has started – no update.

VI. Pad T: Construction Updates:

- a) The manhole casting needs to be raised to proposed ground. Waiting on the parking lot to be built before this can be done. The contractor is currently working on the building.

VII. **Crampton Cove Pavement Repair:**

- a) Recommend approval of Pay Application 1 – Final for \$40,470.00.
- b) Task Order 71 – Crampton Cove Pavement Repair to prepare bidding documents for the project and publicly bid the project.
- c) The Geotechnical Engineer is preparing their recommendation, and the report should be completed by August 12.

VIII. **Discussions on Treated Effluent Fire Hydrant:**

- a) Ballpark price seems to be \$16,000-\$20,000 for installation of the fire hydrant.
- b) Discuss next steps.

IX. **District Water Tracking:**

- a) Approximate Max Daily Usage for June 2022 = Discrepancy in last month's data, will update as soon as possible.
- b) Maximum allowed = 1,221,120 gpd.

Ms. Barzilla noted that with respect to Crampton Cove, the contractor completed the job and it took two and a half days to do both Crampton Cove and Aspen Hills. She recommends approval of the Dynamic Site Solutions Pay Application for \$40,470.00.

Upon motion by Director Botts, seconded by Director Kelly and unanimously carried, the Board approved the above Pay Application for Dynamic Site Solutions.

Ms. Barzilla then discussed Task Order No. 71 for Burgess & Niple for \$10,000 to provide services for the Crampton Cove Pavement Repair.

Upon motion by Director Botts, seconded by Director Kelly and unanimously carried, the Board approved Task Order No. 71 for Burgess & Niple.

The discussion then turned to issues with low water pressure while fighting the recent fires. Ms. Barzilla was told it would cost approximately \$16,220.00 to install a fire hydrant that would use treated effluent. Mr. Kutac noted that he does not believe that the District's existing beneficial reuse authorization allows for use of reclaimed water for fire suppression. The Board then requested that the Customer Care Committee meet with the Fire Chief to see if the fire department is amenable to using treated effluent, and noted that Ms. Barzilla and Mr. Callegari can work on adding it to the permit.

Ms. Barzilla also mentioned that the WTPUA was having trouble with two transmission lines which caused the meter to run backward, which created several issues with the water tracking report.

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 EQ Tank Blower Replacement Pay Application No. 4 in the amount of \$4,922.10
- b) Approval of EQ Tank Blower Replacement Pay Application No. 5 – Retainage for \$26,540.30.; and

- c) Final Completion of Belterra WWTQ EQ Blower Replacement (*Report Item II.C.*).

II. **EQ Tank Blower Replacement:**

- a) Construction updates can be found on the Google Drive
- b) Recommend approval of Pay Application No. 5 – Retainage for \$26,540.30.
- c) Recommend final completion of the EQ Tank Blower Replacement Project.

III. **100 Acre 210 Warranty Items:**

- a) Discuss Sunscape Proposal to remove erosion controls and temporary irrigation left by BrightView.

IV. **Wastewater Summary:**

- a) Average Daily Wastewater Usage (June 2022) = 354,000 gpd
- b) 75% of Permitted Capacity= 375,000 gpd
- c) Number of consecutive months over 75% - 0
- d) 90% of Permitted Capacity= 450,000 gpd
- e) Number of consecutive months over 90% - 0

With regarding to removal of erosion controls and temporary irrigation left by Brightview, Mr. Kutac mentioned that he sent a letter to WLE/Brightview approximately 3 weeks ago and has called twice and left a voice message, but has had no response from WLE/Brightview. HCWCID No. 2 would like to send a letter to the surety and attempt to re-coup the costs of removing the facilities. It was then noted that to remove the erosion controls Sunscape has quoted approximately \$15,000. That \$15,000 fee would be split between the District and HCWCID No. 2.

Mr. Kutac gave a detailed summary of the recent irrigation line break. The break was discovered at 7:40 a.m., and Inframark had it valved off and the leak stopped by 8:15 p.m. Although the break in the 12-inch line was discovered in the morning, it appeared to have occurred the previous evening. Mr. Barrett contacted the TCEQ to let them know, and the incident was reported in writing by Inframark within 24 hours of discovery, and the matter was reported to the media in accordance with TCEQ rules. The line is back in service and there are no issues at the moment. Inframark does not know exactly what caused the break in the line. The broken pipe was replaced with a higher quality pipe material and was sleeved purple. Director Robison thought it was sleeved green. Mr. Kutac stated that he will check again with Inframark. In addition, Inframark has set a new flow alarm for over 1,000 gallons per minute so they can detect any leaks and/or breaks and respond sooner. The Board expressed concern over the rest of the infrastructure and Ms. Olsen said she could check the pipes by pressure testing but pressure testing them could cause problems. She reassured the board that the alarm is in place for 1,000 gallons a minute and that should help detect any leaks and/or breaks.

Mr. Kutac noted that, as instructed by the Board at last month's Board Meeting, he prepared a Joint Resolution Regarding SCADA Assessment. Upon motion by Director Lucas, seconded by Director Botts and unanimously carried, the Board approved the Joint Resolution.

Action Items for Engineering:

With respect to I.A above - After a brief summary, Ms. Barzilla recommended that Pay Application No. 4 for \$4,992.10 for Alterman, Inc.'s work completed on the EQ Tank Blower Replacement. Upon motion

by Director Robison, seconded by Director Botts and unanimously carried, the Board approved Pay Application No. 4.

With respect to I.B above - After providing a brief summary of Pay Application No. 5 for Alterman, Inc.'s final work on the EQ Tank Blower Replacements, Ms. Barzilla recommended approval. Upon motion by Director Botts, seconded by Director Lucas and unanimously carried, the Board approved Pay Application No. 5

With respect to I(c) above – Ms. Barzilla then recommended approval of final completion of the Belterra WWTP EQ Blower Replacement. Upon motion by Director Lucas, seconded by Director Botts and unanimously carried, the Board approved final completion of the Belterra WWTP EQ Blower Replacement.

Upon motion by Director Lucas, seconded by Director Botts and unanimously carried, the Board accepted the Engineering Report.

9. Financial Items:

- a) Mr. Douthitt mentioned that he sent a draft budget to the Finance Committee yesterday. He is hoping to meet with the Finance Committee to discuss the budget in the next two weeks.
- b) The Board acknowledged receipt of the 2022 certified tax rolls from the Hays Central Appraisal District.
- c) Chris Lane of Samco presented the certified 2022 tax data from Hays Central Appraisal District and reviewed the tax rate worksheet and recommendation on proposed tax rate. During her presentation, she noted that the District has a solid reserve. There was also a brief discussion of the possibility of utilizing the unused increment if the District reduces the tax rate, but is later required to increase rates.
- d) The Board reviewed the draft Water District Notice of Public Hearing on Tax Rate and noted that even if the Board approves posting the Notice at the maximum rate, it can still lower the rate after it determines its Budget for fiscal year end 2023. Upon motion by Director Lucas, seconded by Director Kelly and unanimously carried, the Board approved publishing the Notice with the maximum tax amount of \$0.7974.
- e) Director Lucas brought up the accounting fees for Bott & Douthitt and noted that they are currently getting \$3,500 per month for the District work and recommended that they raise it to \$3,750 and that they are receiving \$2,000 for joint accounting work and he recommends that they raise that to \$2,150. He would like this added to the Agenda for next month's meeting.

10. Management and Operations Items:

- a) Jesse Black has looked into replacing the diesel generators at the lift stations with a portable propane generator. There are no updates at the moment;
- b) Discussed above;
- c) The Board discussed the existing interlocal agreement regarding law enforcement. The Customer Service Committee members noted that the Sheriff's Department had a good

proposal and is offering more services than the Constable. The Sheriff's Department is less expensive because the District would not have to pay for vacation and training which they now do for the Constable. The Sheriff's Department will also follow the Texas Water Code Requirements. In addition, the Sheriff's Department would have patrols show up when requested, and they indicated willingness to patrol the trails. Director Robison expressed his concern that though the Sheriff's Department is promising all of the extra services, he is not sure they have enough officers to provide the services based on his understanding of staffing shortages. The Board then had a brief discussion regarding staffing at the Sheriff's department. Ms. Olsen suggested a hybrid approach where the District would use the Constable's services on a reduced basis and then contract with the Sheriff's Department to provide services the Constable's Office is not able to provide. It was suggested that the committee members have a joint meeting with HCWCID No. 2 to discuss and then meet with Ron. The Board also asked that Mr. Kutac attend the committee meeting.

d) With respect to the amendment to Sunscape's Landscaping amendment, upon motion by Director Kelly seconded by Director Lucas and unanimously carried, the Board approved the \$5,000 annual discount.

Standing Items:

e) No action by the Board;

f) No requests for use of the Belterra Centre were presented;

g) No action by the Board;

h) No action by the Board;

i) No action by the Board;

j) Action Items:

(i) With respect to wildflowers, after a lengthy discussion, upon motion by Director Botts, seconded by Director Lucas with Director Robison opposed, the Board approved planting all wildflower areas with bluebonnets instead of the Oklahoma wildflower mix with the condition that the cost of the additional bluebonnet seeds not exceed \$5,283.00.

(ii) With respect to the second proposal by Sunscape for the curb strip, the Board decided to table the proposal until the next Board Meeting.

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

11. Rules, Policies, Agreements and Compliance Requirements:

(a) A revised amendment was sent back to Inframark for their review. In the meantime, Mr. Kutac has drafted an abbreviated version of the amendment removing the maintenance cap provisions and the irrigation services now being provided by Sunscape. The Board reviewed Mr. Kutac's amendment and upon motion by Director Botts, seconded by Director Lucas and unanimously carried, the Board authorized the execution of the draft amendment as presented by Mr. Kutac subject to minor revisions.

When Ms. Olsen was asked how long it would take Inframark to sign this amendment she stated that Mark Yentzen was ok with the amendment so it shouldn't take long. Director Robison then asked if Jesse Black could attend the Infrastructure Committee meetings. Mr. Yentzen noted that Inframark is not being paid for Jesse Black to attend meetings. Mr. Kutac responded that Scott Manuel, the District's prior operations lead, had more overall knowledge than the current lead operator, and that the District specifically paid for Mr. Manuel as a key personnel member. He explained that there is a disparity in knowledge and ability between position as currently staffed as it was staffed when the contract was executed. Mr. Yentzen acknowledged the disparity. Mr. Yentzen mentioned that he hired Dodie, a new employee last month. She is being trained by Kay, Mackenzi and Ronya and once she is trained, Kay will transition to the District. He feels that after two months they should be 75% of the way to getting Kay transitioned and within six months the transition should be 100%. In the meantime, he will have Jesse come back and attend the Board meetings. He will work on a fee proposal for the future. Mr. Yentzen will also work on cleaning up the table listing all of the services and hourly rates in the proposed contract amendment.

(b) It was noted that the committee is meeting with other O&M contractors over the next couple of weeks and plans on making a quick decision.

(c) No update was given.

(d) The Board discussed the communications policy regarding WWTP and permit compliance issues. It was noted that the recent leak did not involve end-users. Upon motion by Director Botts seconded by Director Kelly and unanimously carried, the Board directed Mr. Kutac to prepare social media posts in the event of future issues with the WWTP and permit compliance issues. Such posts should be reviewed only by the District's attorneys, the Customer Care Committee and the General Manager before being posted unless the situation affects end-users. If end-users are affected, then the Customer Care Committee for HCWCID No. 2 will be advised of the issue.

12. Water Supply Agreements: No update was given.

13. District Calendar and Schedule: The Board decided to call a Special Meeting to discuss the budget on September 1, 2022 at 4:00 p.m. It will also hold its regular Board Meeting on September 8, 2022.

14. Executive Session: No Executive Session was required on any other items other than those discussed above.

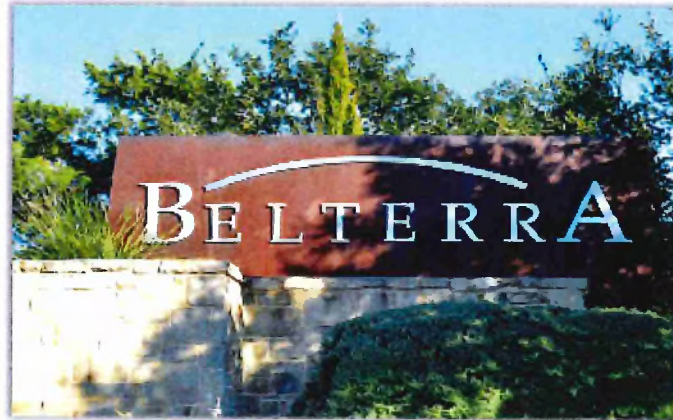
15. Adjournment: There being no further business to conduct, upon motion by Director Lucas, seconded by Director Botts and unanimously carried, the Board adjourned until further call.

APPROVED AND ADOPTED on the 13th day of October 2022.



Daniel B. Robison
Daniel B. Robison, Secretary

EXHIBIT A



**Hays County Water Control and Improvement District No.1
General Manager Reports for the month of
July 2022
Board Meeting: August 11, 2022**

Reviewed By: Kay Olsen
Date: 8/8/22

REVISED Memorandum for: Hays WCID No. 1 Board of Directors

From: Kay Olsen

Date: 8/11/22

Subject: Board Workshop – Management and Operations Report since 7/14/22

1. **Wastewater Treatment Plant**
 - A. All facilities in compliance for July. Total flows of 10.7M gallons; daily average flows of 346,000 gpd at 69% capacity.
 - B. DO Meters (update) – meters functional; Trac-N-Trol troubleshooting one small display issue
2. **Distribution System and Billing**
 - A. Water Accountability and Purchased Daily Water for July – PUA changed their pressure zones on 7/25 and unbalanced the flow by pushing all the water through the Hays 1 meter instead of splitting it with the Hays 2 meter
 - B. Digital meter conversion (update) –
 - i. Atlas estimating Jan 2023 delivery
 - ii. LCRA confirmed deadline can be extended
 - C. 28 Delinquent Letters mailed; 13 Tags hung; 1 Disconnect
3. **Collection System** – nothing significant to report
4. **Reuse and Drip System**
 - A. Tank levels in feet
 - i. 7/1/22 – 8.90
 - ii. 7/15/22 – 8.90
 - iii. 7/31/22 – 11.80
 - B. Total 210 flows for July = 9,117,400 gallons
 - C. Sunscape July Irrigation Reports attached
 - D. Sun 6/19 main irrigation line repair at Belterra Drive and Aspen Drive (update) –
 - i. Kay checking with C&D Manager re warrantied Inframark repairs, per Matt
 - E. Drip field repairs (update) – Inframark searching for parts; procurement hampered by supply chain disruptions
 - F. Reclaimed Water Signs (update) – ordering from Bill Bailey's now
 - G. Thurs 7/28 12" 210 line break (new) –
 - i. See attached UD Report and Media Notice
 - ii. Pipe carrying treated effluent broke but pressure and tank level alarms not triggered; high flow alarm added to system same day
 - iii. Inframark and B&N met on site twice on 7/28 to assess
 - iv. Residents notified via Media Notice, .org website posting, and social media but Emergency Communications protocols were unclear
 - v. Repairs completed Fri evening and materials upgraded from original
5. **Drainage/Ponds / Infrastructure Committee**
 - A. East Commercial Pond (update) – \$6,819.75 fence approved last month; Viking given NTP
 - B. Asset Management Plan/Warranty Schedule (update) – Inframark's ARS Team reformatting report per Committee feedback for budgeting purposes

Drainage/Ponds / Infrastructure Committee, cont.

- C. Aquatic Features Pond Report attached
- D. Kubota membranes (new) –
 - i. See attached \$2,670 estimate recommended by Committee for approval
 - ii. Inframark can use Base Fee personnel to swap out membranes but labor hours difficult to estimate as we don't do projects like this often
 - iii. Infrastructure Committee meeting Kubota rep on site Mon 8/15

6. Parks & Trails / Committee

- A. Sunscape July Landscaping Report attached
- B. Wellington wall and tunnel graffiti removal (update) – completed
- C. Lexington monument sign rehab (update) – completed, see pic
- D. Welcome Centre Pond curb strip (new) – see attached proposals for \$4,452.97 OR \$7,630.05
- E. Wildflower fields (new) – see attached Sunscape \$5,283 proposal
- F. Mule maintenance (new) – Cleaned/detailed and vehicle cover purchased (serviced Dec 2021)
- G. Zach Johnson's Eagle Project (update) –
 - i. Hays 1 & Hays 2 sign locations approved
 - ii. Hays 2 will review sign mock up before production
 - iii. Inframark will dig holes per Zach's on site guidance/specs

7. Other

- A. Hays County paving project (new)
 - i. On Belterra Drive between Trinity Hills and Hwy 290
 - ii. Beginning 8/22 and continuing for 5-6 days, weather permitting
 - iii. Contractor placing message boards on 8/15 and moving traffic during construction
 - iv. Newly sodded areas can be roped off
 - v. District notifying residents via social media, eBlast, and HOA
- B. Welcome Centre LED sign (new) – now operational
- C. Emergency contact numbers requested by Board Member (reminder):
 - a. Kay (737) 280-5553
 - b. Jesse (512) 461-5007
 - c. Missy (512) 844-1038
 - d. Sin Jon, Sunscape Irrigation Manager (512) 701-5145

Subject: Regular Board Meeting

Management and Operations, Actionable Items:

10a & b) Portable generator and fuel tanks – Inframark evaluating:

- Replacing old WWTP diesel generator with a propane generator
- Converting old diesel generator into a portable propane unit

10c) Security services – Customer Care Committee recommendation

10d) Sunscape contract – no action requested, contract includes maintenance for newly rehab'd ponds at Holly Court, Aspen Hills, and Crampton Cove South

Management and Operations, Standing Items:

10e) Customer requests and billing – no update or action requested

10f) Facility Usage requests – no update or action requested

10g) District Rules Violations – no update or action requested

10h) District Service Agreements – no update or action requested

10i) Customer communications – Watering Restrictions

- Notices distributed via Facebook, .org website, eBlast, HOA and lawn signs
- Homes with pool construction also notified via application process, email, and door tags

10j) Maintenance & Repair expenditures –

Current Items Requiring Board Approval:

Vendor	Amount	Budgeted	Description	Work Order #
Kubota	\$2,670		Membrane frames	
Sunscape	\$4,452.97 or \$7,630.05		Welcome Centre curb strip	
Sunscape	\$5,283.00		Wildflower fields	

Rules, Policies, Agreements and Compliance Requirements:

11a) Inframark Service Agreement Amendments

- Inframark reviewing redline of Hays 1 Amendment with 4 revisions (removing irrigation services, adding social media services, updating personnel chart, and removing Maintenance Cap) and pricing adjustments for Hays 1J and Hays 2; Approved Hays 1 verbiage can then be quickly pasted into Hays 1J and Hays 2 Amendments
- Inframark suggests quickly executing an Amendment to just remove Maintenance Caps and reduce irrigation scope so accounting adjustments can be made while pricing negotiations continue on the above remaining items.



KUBOTA Membrane USA Corporation
 11807 North Creek Pkwy S. Unit B-109
 Bothell, WA 98011
 Tel: 425-898-2858, Fax: 425-898-2853

QUOTATION

Date: 8/5/2022
 Quotation No.: KMUAQ 080522-BEC-1-R0

Messrs :
Jesse Black Operations Manager Inframark 14050 Summit Dr., Suite 103, Austin, TX 78728 jesse.black@inframark.com, 512-461-5007

Ship to:
12930 Nutty Brown Rd Austin, TX 78737

Payment Terms:
Due on Receipt

Trade Terms:


Delivery	2 weeks after receipt of PO
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Valid through	90 days
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Item	Description	Qty	Unit Price	Currency	Amount
1	Tube 320	400	\$3.00	USD	\$1,200.00
2	Permeate Manifold SGW200	2	\$470.00	USD	\$940.00
3	Flange 65A	2	\$25.00	USD	\$50.00
4	Cap 65A	2	\$15.00	USD	\$30.00
5	Freight Estimate (invoiced amount determined at order)	1	\$450.00	USD	\$450.00
Product Warranty	Parts -1YR		TOTAL PRICE (TAX EXCLUDED)		\$2,670.00

Note: The entire content of this Quotation is governed by the General Terms & Conditions of Kubota Membrane USA Corporation and/or Kubota Corporation. Tax: Applicable Sales/Local tax may apply pending Exempt confirmation(TBD). Customers are responsible for all unloading. If a lift gate or pallet jack is required, please advise upon order and KMU may be able to provide for an added cost.

Issued by: Brian Codianna Date: 8/5/2022
 Brian Codianna
 Regional Manager

Authorized by:  Date: 8/5/2022
 Diego Ayala
 President



Work Order

Proposal No.: 23325
Proposed Date: 07/06/22

PROPERTY:	ACCOUNT MANAGER:
Hays WCID 1 Kay Olsen 151 Trinity Hills Dr Austin, TX 78737	Jesse Trevino 512.326.1126 Jesse@sunscapeaustin.com

SunScape Landscaping proposes to fill in the curb strip in front of the Trinity Hills pond. Currently the strip is bare do to constant foot traffic and limited irrigation in the area.

Opt. 1 - Excavate 2" below grade and fill area with concrete.

Opt. 2 - Excavate 2" below grade, place 1" of fill sand to create a solid/level base to place 1" flagstone and mortar the pieces in place.



ITEM	UNITS	QTY	PRICE	TOTAL
Trinity Hills Pond/Opt 1				\$4,452.97
Demo / Prep / Install				\$2,360.25
Concrete Mix	Pallet	4.00	\$523.18	\$2,092.72
Trinity Hills Pond/Opt 2				\$7,630.05
Demo / Prep / Install				\$3,540.37
White Masonary Sand	Per Yard	1.00	\$212.72	\$212.72
White Cement	Per Bag	20.00	\$58.39	\$1,167.74
Fill Sand	Per Yard	2.00	\$161.20	\$322.39
1" Oklahoma Hickory Flagstone	Pallet	2.00	\$1,193.42	\$2,386.83

Customer Signature _____	Date _____	Subtotal:	\$12,083.02
		Sales Tax:	\$0.00
Signature _____	Date _____	Total:	\$12,083.02



Work Order

Proposal No.: 23704
Proposed Date: 08/08/22

PROPERTY:	ACCOUNT MANAGER:
Hays WCID 1 Kay Olsen 151 Trinity Hills Dr Austin, TX 78737	Jesse Trevino 512.326.1126 Jesse@sunscapeaustin.com

Texas / Oklahoma Wildflower Mix...

Texas Bluebonnet, Indian Blanket, Scarlet Flax, Tickseed, Lemon Mint, Purple Coneflower Drummond, Phlox Cornflower, Rocket Larkspur, Baby Blue Eyes, Ox-Eyed Daisy, California Poppy, Yellow Cosmos, Tall Poppy Mallow, Golden-Wave Coreopsis, Plains Coreopsis, Claspig Coneflower, Black-Eyed Susan, Tuber Vervain, Corn Poppy, Spurred Snapdragon, Dwarf Red Coreopsis, Standing Cypress, Showy Primrose, Mexican Hat, Texas Paintbrush

ITEM	PRICE	TOTAL
WCID 1 / WildFlower Fields		\$4,097.00
WCID 1 / WildFlower Fields / 90lbs.	\$4,025.00	
Delivery	\$72.00	
WCID 1 / Bluebonnet Fields		\$1,186.00
WCID 1 / Bluebonnet Fields / 20lbs.	\$1,150.00	
Delivery	\$36.00	

Customer Signature _____	Date _____	Subtotal:	\$5,283.00
		Sales Tax:	\$0.00
Signature _____	Date _____	Total:	\$5,283.00