

MINUTES OF MEETING
OF THE
BOARD OF DIRECTORS
November 11, 2021

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 November 11, 2021 at 4:00 p.m. The roll was called of the members of the Board of Directors, (herein referred to as the "Board") to-wit:

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

WORKSHOP SESSION 4:00 P.M.:

All members of the Board participated in the meeting and were present at the commencement of the workshop session with the exception of Director Dally and Director Lucas. However, Director Lucas appeared shortly after the Management and Operations Report portion of the Workshop Session commenced. Also present at the workshop were Matt Kutac of the law offices of Matthew B. Kutac, PLLC, Andy Barrett with Andy Barrett & Associates, PLLC, Todd Burrer, Kristi Hester and Kay Olsen of Inframark, LLC, the District's general management and operations contractor, Chris Lane of SAMCO Capital Markets, Inc. ("SAMCO"), the District's financial advisor and Vicki Hahn, paralegal with Winstead PC. In addition, Allen Douthitt of Bott & Douthitt, the District's bookkeeper, attended the meeting by telephone. In addition, Walter Almon, a resident in the District attended the Workshop.

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

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

1) **Wastewater Treatment Plant:**

- a) All facilities were in compliance for the Month of October;
- b) Daily average flows are 364,000 gallons a day, 73% capacity;
- c) Repaired polymer system;
- d) Removed solids from WWTP due to polymer system under repair; and
- e) Replaced timer/programmer on generator #1;
- f) Rewired MBR Blower #3;
- g) VFD on MBR Blower #3 needs to be replaced. It is running on a spare blower; and
- h) Replaced CL2 chemical feed lines.

2) **Distribution System and Billing:**

- a) Replaced several lights at the Centre and reprogrammed timers for daylight savings time;
- b) Locked out meter on Manchester due to non-payment – they have since paid; and
- c) Informed several customers of potential leaks on their internal systems as indicated by the eye on water feature of the automated meters.

3) **Collection System:**

- a) LS 1 replaced block heater - recharging battery - found coolant in oil possible blown head
- b) Purchased signage for control panels at lift stations; and
- c) Replaced gaskets on control panel LS 1.

4) **Reuse and Drip System:**

- a) Replaced ARV (Air Release Valve) on re-use Pump No. 1.

5) **Drainage/Ponds:**

- a) Detention Pond 11 Trinity East programming is still going into sleep mode, contractor made adjustments to it on November 9th and ran it in auto. They will continue to monitor. Also connected with Sunscape to troubleshoot possible programming issues;
- b) Detention Pond 9A - Trinity and Bolton, one of the pumps is tripping out and making loud noise, Inframark will pump pond down with sump pump to diagnose possible problems with the pumps;
- c) Detention Pond 2A - Dorset pumped down to clean sediment and check pumps only to have another rain event, will continue to schedule clean as weather permits; and
- d) Retention Pond 9A - Belterra and Trinity - installed aeration system on November 9th and will relocate the fountain feature to effluent holding tank on November 10th. So far it is working well.

- 6) **Parks – Trails:**
 - a) Inframark staff meet with Sunscape on November 1st for introduction and Q&A - afterwards parks committee met with Sunscape's staff.
- 7) **Customer Care Committee:**
 - a) Meeting with Triton Public Communication set for November 17, 2021.
- 8) **Infrastructure Committee:**
 - a) Toured all lift stations in both Hays #1 and Hays #2;
 - b) Scheduling meeting with Texas Community Propane to discuss winter storage capacity options;
 - c) Scheduled a tour of all drainage ponds;
 - d) Submitted critical load information to PEC and TCEQ per SB 3; and
 - e) Only LS 3 and two of the WWTP generators are diesel. All the other generators and LS's run on propane.
- 9) **Facility Committee:**
 - a) Replaced several lights at the Centre and reprogrammed timers for daylight savings time; and
 - b) The ETA for the shades is January 3rd. New cameras are one port short. Provided electrician with specs on wiring lights and sign.
- 10) **Other:**
 - a) WLE is behind schedule on installing the ADA ramps at Nutty Brown and Trinity – County has completed the road striping. If they don't get back to Inframark tomorrow, Inframark will ask Terrain to do it;
 - b) Hays County indicated that road striping has not been completed on Belterra Dr from 290 to Trinity because they are planning to repave curb to curb;
 - c) Attended pre-construction meeting with Burgess and Niple on Active Adult Center;
 - d) Cyber Security shared with legal; and
 - e) Winter Storm URI presentation by Todd Burrer.

Director Botts brought up the subject of the fire place outside of the Belterra Centre. The Board discussed turning off the gas due to liability issues or if they should just get some type of padlock to ensure that the fireplace is still usable with the Board's approval. The issue will be discussed in Facility Committee meeting and the committee will return to the Board with a recommendation.

Next, the issue of high-resolution cameras outside the Belterra Centre were discussed. The Board noted that these cameras are for security, not surveillance. They are meant to secure the building and surrounding area. With respect to obtaining the cameras, Kay Olsen was able to get a discount on the cameras, four cameras for the price of three. There is a small issue though, the cameras will need eight ports and the District only has six ports right now. Ms. Olsen has discussed with ADT and with a new 12-month contract, ADT will cancel the District's current contract and give the District 12 ports at no additional cost.

Todd Burrer of Inframark presented his Winter Storm Uri Report (attached as "Exhibit A"). Mr. Burrer noted that in August Inframark started preparing the WWTP for winter and they are still waiting for some winterization items due to the supply chain issues. They have prepped for winter every year for years. However, URI was a different storm. This year, Inframark has 1,000 gallons of unleaded and 1,000 gallons of diesel fuel in Tomball. They are hoping that they can get fuel to any District that needs it during a storm. Director Botts noted that during URI, they would not have been able to get the fuel to the District, which is why the District is planning to go to a dual fuel source. Mr. Burrer confirmed that this is a good idea for the District. For the record, Director Dally entered the meeting at this time. Mr. Burrer pointed out pictures of 6-inch cast iron pipes that broke during URI from the cold. He also noted that these pipes had water running through them but they still froze and burst. He explained that diesel generators use batteries and in the cold batteries don't work as well, so that caused issues with the generators when the power went out. He discussed that the District is not isolated on the grid, and therefore the power supply to the WWTP is subject to outages like any other electric user during a weather event. Relays fail and each time the generator cranks, the generator is using energy. After cranking enough times, the batteries will fail. Generators were meant generally to be used while power is out for a short period of time, and are not intended to cycle on and off for days on end. Rolling brownouts are the worst thing for a generator and the rolling brownouts don't start until ice accumulates. Mr. Burrer then moved on to discuss security for the SCADA system. He mentioned that having a SCADA system can be beneficial; however, it has inherent security risks. Director Botts stated that the District is aware of the risks because there are so many operators and people with remote access. Mr. Burrer stated that yes, the passwords need to be changed every 45 days. Mr. Burrer also noted that Inframark purchased a SCADA security company in South Carolina that is defense department approved. If the District would like, they can come look at the District's SCADA system and give them recommendations. He also noted that people eventually forget storms, etc. and after a while, they stop worrying about the security systems. However, the security needs to be continuously reviewed and updated. He then moved on to state that Boil Water Notices don't necessarily mean your water is not safe, they only mean that they might not be safe so you should boil the water before drinking or washing dishes in it. He confirmed that it is safe to shower during a Boil Water Notice. He also noted that Inframark is working with the TCEQ to update the Boil Water Language so that it is clear and easy to understand. Mr. Burrer concluded his report by stating that the District needs to decide what risk profile it will take in order to prepare for any future weather issues.

2. Finance Report: The Financial Report was given during the regular Meeting
3. Committee Reports, Recommendations and Assignments:
 - a) Facilities Committee: An update was given during the regular meeting.
 - b) Infrastructure Committee: An update was given during the regular meeting.
 - c) Customer Care Committee: An update was given during the regular meeting.
 - d) Parks Committee: An update was given during the regular meeting.

The Board adjourned and agreed to re-convene at 5:00 for the regular Board Meeting.

REGULAR MEETING - 5:00 P.M.:

The Board convened the regular meeting at 5:00 PM. All members of the Board present remained for the regular meeting, and all consultants present for the workshop remained present for the meeting. Lauren Barzilla, Robert Callegari and Felix Manka with Burgess & Niple (formerly CMA Engineering, Inc.), the District's engineers attended. All directors present when votes were taken voted on all matters unless an abstention is set out in any such item.

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

5. Reports: The Board continued the discussion with Mr. Burrer regarding preparation for winter storms and questioned whether heated pipe blankets and other such winterization items would be helpful. Mr. Burrer stated that he would be happy to meet with the Infrastructure Committee via Zoom to discuss specific strategies for the District. The Board then discussed the possibility of placing some type of housing at the WWTP for employees to stay during a storm in order to keep the WWTP running. Ms. Hester noted that the issue is that, in a storm like URI, everyone is worried about their own families and strong incentives would need to be provided in order for someone to want to stay at the WWTP and continue working during such a storm. She also noted that one issue has been rectified. Now the road that goes into the WWTP is paved so they can salt the road and it will be easier to get to the WWTP during an ice storm. Last year, a big part of the issue was that no trucks could reach the WWTP because the road was not paved. Mr. Burrer then noted that he and Mark Stillman from Inframark will be attending the next Board Meeting and they can continue to discuss this issue at that meeting.

6. Financial Report: The Board called on Allen Douthitt of Bott & Douthitt to present the Accounting Report dated November 11, 2021. The following is a summary based on his report.

a) Action items for the Board:

- Approval of the director and vendor payments;
- Approval of transfer from BancorpSouth Operating Account (New) to BancorpSouth Manager's Account (New): \$13,900.00
- Approval of transfer from TexPool Operating Account to TexPool SPA Account: \$15,699.89
- Approval of transfer from HCWCID No. 2 TexPool Account to TexPool Operating Account: \$53,284.47

b) The month of September was ahead of plan by \$75,000 (\$74,000 favorable revenues, \$1,000 in favorable expenditures); Year-to-date the District is ahead of plan by \$495,000.

- c) September charges to the Joint Maintenance CAP were \$14,000.00. Actual charges are \$299,000 more than the monthly billings to date.
- d) August charges to the General Maintenance CAP were \$51,000. Actual charges are \$84,000 less than the monthly billings to date.
- e) Year-to-date the District has a collection rate of 99.51% on property taxes.

During his report, Mr. Douthitt mentioned that the finance committee had discussed a reduction for WLE's invoice for the Belterra entrance planting (that had not been approved by the Board). The Parks Committee reviewed the invoice and recommended payment with a 20% reduction. Director Robison expressed his displeasure with the appearance of the Entrance and does not think the District should pay the invoice. He also noted that the District still has not received a credit for the mowing that was skipped in September. He recommends holding the September invoice for WLE but paying the October invoice for Brightview. In addition, Mr. Douthitt stated that Touchstone has sent quite a few invoices that appeared to be duplicates. Also, Touchstone keeps adding sales tax which he deducts before paying.

Consent Items:

a) Minutes: The Board of Directors reviewed the Minutes from the September 16, 2021 Special Meeting and the October 14, 2021 Regular Meeting.

b) Accounting Report: The November 11, 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 Dally, seconded by Director Kelly, the Minutes from the September 16, 2021 and October 14, 2021 Board Meeting and the November 11, 2021 Accounting Report and related disbursements, with the exception of the September WLE invoice and the Belterra Entrance invoice, were approved. Later in the meeting, the Board returned to the discussion regarding the WLE invoice for the Belterra Entrance. After a short discussion, upon motion by Director Kelly, seconded by Director Dally, with Director Robison opposed, the Board approved paying WLE \$8,000 (80%) of the \$10,000 invoice for the Belterra Entrance which work was unapproved by the Board when WLE installed. The Finance Committee will discuss the reduction in price with WLE.

7. Engineering and Development Items: Felix Manka of Burgess & Niple apologized for not coming to the Board with an initial notification that CMA was being acquired by Burgess & Niple. He also expressed his appreciation for performing engineering services for the District for almost 20 years. He noted that he, Ms. Barzilla and Mr. Callegari are shareholders at Burgess & Niple and re-iterated that the office and staff will not change. Lauren Barzilla of CMA then presented the **General Engineering Report** as follows:

I. Potential action items for the meeting: None

II. **Commercial Tract Development:**

- a) The grease trap plans that have been approved to date are: Sky Cinema, Stiles Switch BBQ, Pieous Pizza, Torchy's Tacos, Jersey Mike's, Dunkin Donuts, The League/Fork & Spoon, Simply Pho, Backspin, and Hotel;
- b) The site plans that have been approved to date are Hat Creek, Chase Bank, Chick-fil-A, Building Y, IHOP, Belterra Multifamily, Pad S, Hotel, Pad X2, Lot 3G-1 Site Plan;
- c) Plans currently under review – Pad ZZ and Pad T;
- d) There are no grease traps currently under review; and
- e) Water LUE determination review – none.

III. **Commercial Water Usage Tracking:** the Commercial Water Usage Summary is available for the Board to review.

IV. **Lot 3G-1:** Pre-construction meeting was held on November 3rd.

V. **Pad ZZ:** Plan review is ongoing.

VI. **Pad T:** Plan review will start once the review fees are received.

During her review, Ms. Barzilla noted that water usage is back down since the weather has cooled off. She also mentioned that The Views are 98% occupied so now the current numbers are a good indication of their water usage. The Board instructed Ms. Barzilla to discontinue checking in with The Views every month to see what their occupancy is. The Board asked Ms. Barzilla to explain what a pad review entails time wise. Ms. Barzilla explained that each pad review is different depending on the size of the pad, erosion controls, drainage, if the pad will have a grease trap, etc. She informed the Board that a plan review usually takes at least 6 hours even if a plan is perfect. She also noted that Pad X was more expensive because they had change after change after change. If the \$10,000 deposit is not used, the unused portion will be returned. She mentioned that she met with the Infrastructure Committee on the EQ Tank Replacement. The Change Order is because there is a void in the concrete blocks which needs to be corrected so that the new "garage" door can be securely anchored to the blocks. The \$2,414 is to fill in the concrete blocks with grout. The contractor is making progress. The only hold up is that they are waiting for a panel which is a critical part. She is waiting to hear from the vendor to get an update.

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

- I. **Potential action items for the meeting:** Approval of EQ Tank Blower Replacement Change Order No. 1 for \$2,414.00.
- II. **EQ Tank Blower Replacement:**
 - a) See construction schedule below;
 - b) Recommend approval of Change Order No. 1 for \$2,414.
- III. **Belterra Wastewater Treatment Plant Weir Overflow:** See WWTP Project Status below.

IV.

Wastewater Summary:

- a) Average Daily Wastewater Usage (September 2021) = 355,000 gpd
- b) 75% of Permitted Capacity= 375,000 gpd
- c) Number of consecutive months over 75% - 0
- d) 90% of Permitted Capacity= 450,000 gpd
- e) Number of consecutive months over 90% - 0

Wastewater Treatment Plant Project Status - November 2021				
Project	Status	Budget Amount	Amount Billed	Project Status
Drum Screen Replacement Project - CMA Task Order 60	100%	\$ -	\$ 680,233.00	Project was complete June 2021
EQ Blower Replacement - CMA Task Order 65	7%	\$ 125,000.00	\$ 32,459.46	The project schedule can be found on the google drive.
Weir Overflow - CMA Task Order 67	0%	\$ 80,000.00	\$ 26,502.50	This project is on hold until January 2022 at the direction of the Board. It will be revisited at this time to decide if the project should be re-bid.
EQ Tank Rehab and Diffuser Installation - Inframark	100%	\$ 25,000.00	\$ 360,174.00	Project was complete June 2021
Replacement of Dissolved Oxygen meters at the EQ Tank and the MBR - Inframark	0%	\$ 36,000.00	\$ -	Work in progress
Drip Field Inspection - Inframark	0%	\$ 20,000.00	\$ -	Work in progress

WWTP EQ Tank Blower Replacement Schedule

	Belterra WWTP	Duration	Start	Finish
1	Belterra WWTP EQ Tank Blower Replacement	105d	08/23/21	01/14/22
2	NTP (8/23/2021)	1d	08/23/21	08/23/21
3	Substantial Completion (12/16/2021)	1d	12/16/21	12/16/21
4	Final Completion (1/15/2022)	1d	01/15/22	01/15/22
5				
6	Mechanical			
7	Demo wall / Install galvanized angle for interior and exterior	8d	10/15/21	10/26/21
8	Demo existing blower #1 and piping	2d	10/25/21	10/26/21
9	Install new blower #1 and piping	5d	10/27/21	11/02/21
10	Demo existing blower #2 and piping once VFD panel is installed	2d	11/30/21	12/01/21
11	Install new blower #2 and piping	2d	12/01/21	12/02/21
12	Overhead door install	2d	11/29/21	11/30/21
13				
14	Electrical			
15	Demo and remove associated item with blower #1	2d	10/25/21	10/26/21
16	Demo and remove associated item with blower #2	2d	11/30/21	12/01/21
17	Install VFD control panel	4d	11/27/21	12/01/21
18	Route associated raceways overhead	3d	12/02/21	12/06/21
19	Pull wire and terminate blower #1	3d	12/06/21	12/08/21
20	Pull wire and terminate blower #2	5d	12/09/21	12/15/21
21				
22	Submittals/Delivery			
23	Overhead door shipping date	3d	11/24/21	11/26/21
24	VFD control panel drawing	45d	09/08/21	11/09/21
25	VFD control panel submittal review	5d	10/22/21	10/28/21
26	VFD shipping date	7d	11/09/21	11/17/21
27	Fabricate VFD control panel	10d	11/15/21	11/26/21

Action Items for Engineering:

- a) Upon motion by Director Dally, seconded by Director Robison and unanimously carried, the Board approved the EQ Tank Blower Replacement Change Order No. 1 for \$2,414.00 to fill in and grout the concrete blocks.
- b) Upon motion by Director Kelly, seconded by Director Lucas and unanimously carried, the Board accepted the Engineering Report.

8. Financial Items: See Paragraph 6 (Consent Items) for discussion regarding WLE invoice for Belterra Entrance.

9. Management and Operations Items:

- (a) Mr. Burrer discussed the Emergency Response Plan and After Action Plan earlier in the meeting; and
- (b) Measures to protect the Scada system were discussed earlier in the meeting;

- (c) There are no updates with respect to the contract with Touchstone District Services.

Standing Items: There are no updates with respect to the Standing Items.

Action Items:

- (i) Upon motion by Director Lucas, seconded by Director Kelly and unanimously carried, the Board authorized the following expenditures with the exception of the duplicate entry for WWTP for \$50,000:

Vendor	Amount	WO#	Budget	Description
Airco	\$9,823	Yes	Yes Additional	Replace AC system in reuse pump building
WWTS	\$7,798	Yes	Yes Additional	Sludge hauling - due to polymer system
Hach	\$40,000	Yes	Yes - Maint Cap \$40,000	DO Meters EQ and MBR
Generator Field Services	\$8,000	Yes	Yes - Maint Cap \$55,000	Repair Generator LS 1
WWTP	\$50,000	Yes	Yes - Maint Cap \$125,000	Clean Off Spec Tank
WWTP	\$50,000	Yes	Yes - Maint Cap \$125,000	Clean Off Spec Tank
Eaton	\$8,000	Yes	Yes Additional	VFD MBR Blower # 3

It was noted that the Airco repair is not part of the maintenance cap and would be coming out of the contingency category. With respect to the WWTP costs, Ms. Hester explained that the polymer system is responsible for adding chemicals to the WWTP that separates the solids from the liquids. The polymer system was down between September and October so chemicals were not being added which resulted in the sludge hauling. Director Kelly questioned why the Board was not told about the hauling. The Board then expressed their displeasure that they were unaware of this issue. The Board asked Ms. Hester why she did not let them know before the Board Meeting. Ms. Hester explained that she was unaware of the situation and did not receive a purchase order for the work. The Board requested that Ms. Hester express their displeasure to Mr. Burrer and ask him to ensure that, in the future, Ms. Hester is informed when there is an issue so that she can keep the Board informed. The Board made it clear that no one in Houston's Inframark office is authorized to make decisions on behalf of the Board nor are any operators at the WWTP. The Board stated that it has every faith in Ms. Hester which is why they want to make sure she is informed of any issues right away. Director Robison suggested that a letter be written to Todd Burrer at Inframark apprising him of the Board's unhappiness with the situation and notifying him that the Board will not tolerate having decisions about the District's WWTP made by anyone in Houston and if this happens again, the District will not be responsible for any hauling bills or any other unauthorized services. The Board determined that they will not send a letter at the point because Ms. Hester mentioned that there was going to be an internal meeting between Todd Burrer, Scott Manuel and the operators. The Board requested that Ms. Hester give them an update with respect to the internal Inframark meeting at next month's Board Meeting. Director Botts stated that Inframark is supposed to notify

him within 24 hours that there is an issue, even in an emergency. The Board then noted that the operators at the WWTP have been switched by Inframark so often of late that they don't even know who the current operators at the WWTP are and asked why the operators did not attend this Board meeting. Ms. Hester confirmed that she had requested all three operators attend the Board Meeting.

Director Botts expressed his disapproval over the way the WWTP looked. It looked like it did before Scott Manuel began working as the WWTP operator. Mr. Manuel is now retired, but Director Botts would like to have him work part time at the WWTP so that he can be the "eyes and ears" for the Board. It was determined that this idea be discussed at the next Infrastructure Committee meeting.

The Board then discussed the procedures for notifying residents that they have an outstanding balance and that they are in danger of having their services disconnected.

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

10. Rules, Policies, Agreements and Compliance Requirements:

(a) The Board acknowledged execution and receipt of contracts for landscape and irrigation services between the District and Sunscape Landscaping. Mr. Kutac also noted that Brightview agreed to terminate their agreement for such services effective as of October 31, 2021. In addition, Mr. Kutac stated that Sunscape would like some space in the District offices so that they can have oversee the services. The Board referred this request to the Facilities Committee. It was noted that Sunscape will start attending the Board meetings next month.

(b) and (c) Inframark is amending the existing Inframark operations and management agreement to remove irrigation services from the scope of services. In addition, Inframark will adjust its base and maintenance account fees pursuant to the existing operations and management agreements. It was determined that these adjustments be referred to the Finance Committee for review and to work with Ms. Hester to refine the adjustment numbers before the District approves. The Finance Committee will present the adjustments to the Board at the next Board meeting for approval.

(d) The Board discussed setting up a meeting with Texas Community Propane concerning the propane supply for the WWTP generator during the winter storm. Upon motion by Director Lucas, seconded by Director Botts and unanimously carried, the Board authorized setting a meeting with Texas Community Propane and then authorized the Secretary of the District to sign a letter to memorialize the meeting.

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

12. District Calendar and Schedule: Ms. Hester confirmed that she will schedule all necessary committee meetings. The regular workshop and meeting will be scheduled for December 9, 2021.

13. Executive Session: With regard to 9(b) on the posted agenda for the meeting, upon motion by Director Botts, seconded by Director Robison on and unanimously carried, the Board retired, along with Matt Kutac to Executive Session at 6:29 p.m.

Following such Executive Session the Board reconvened in public session at 6:37 p.m. No action was taken by the Board during Executive Session.

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

APPROVED AND ADOPTED on the 9th day of December 2021.




Daniel B. Robison, Secretary