

**HCWCID NO. 2**  
**BOARD MEETING PACKET**  
**4-15-21**

## HAYS COUNTY WATER CONTROL AND IMPROVEMENT DISTRICT NO. 2

TO: THE BOARD OF DIRECTORS OF HAYS COUNTY WATER CONTROL AND IMPROVEMENT DISTRICT NO. 2 AND TO ALL OTHER INTERESTED PERSONS:

Notice is hereby given pursuant to Section 551 of the Texas Government Code, and the March 16, 2020 action of the Office of the Attorney General suspending certain requirements of Section 551, that the Board of Directors of Hays County Water Control and Improvement District No 2 will conduct a Regular Board meeting by Zoom audio/video conference at 5:45 p.m. on Thursday, April 15, 2021, for the purposes stated herein.

In an effort to mitigate the spread of COVID-19 and pursuant to the Proclamation dated March 13, 2020 by Governor Greg Abbott (declaring Texas to be in a State of Disaster), as subsequently extended, and associated Press Release dated March 16, 2020 from the Texas Attorney General's office (suspending certain requirements of the Texas Open Meetings Act), the District will be conducting these meetings by Zoom video conference, and members of the public will be able to join by telephonic conference. **Members of the public may join this meeting toll-free by calling 888-475-4499 or 877-853-5257 (Meeting ID: 822 2797 5629; Passcode: 396395), and those who wish to provide public comments should send an email to [commentsignup@hayswcid.org](mailto:commentsignup@hayswcid.org) at least one hour prior to the meeting indicating their name and the item(s) upon which they would like to address the Board.** An electronic copy of the agenda packet will be provided under the agenda tab on the District's website at: <https://www.hayswcid.org/hwcid-2/documents> before the meeting is conducted.

1. Hear public communications and comments (3 minutes per person; no action may be taken during public comment);
2. Review and approve Minutes of March 18, 2021 regular meeting;
3. Review and approve Accounting Report including the review and approval of the Cash Activity Report, director and vendor payments, fund transfers, tax collections, investment reports, opening and closing of bank accounts, signature authorizations, collateral related authorizations, account related matters and Financial Statements and take necessary actions related to such matters;
4. Hear reports from WLE with respect to routine landscaping or additional landscaping projects (including, but not limited to the Mesa Verde entrance) as may be proposed (with any necessary action to be taken under the General Manager's Report);
5. Consider and approve District Engineer's WWTP joint facility report and take action as necessary with respect to matters relating to the on-going bar screen replacement project at the WWTP, upgrades for EQ blowers and air diffusers, recommended actions or any additional authorizations, engineering task orders, pay estimates or change orders on existing contracts, substantial or final completion of projects, and other items included in such report;
6. Presentation of Engineer's Report with regard to general engineering matters relating to existing system operations and design, plat approvals, utility easements, permitting matters; approve the advertisement and taking of bids for additional phases of grading, roads and utilities, contract awards related thereto and approval and ratification of pay estimates and change orders presented to the Board relating to construction of facilities; if timely, approve recommendations for final acceptance of projects, consideration of any matters relating to engineering contracts, task orders or invoice matters, review any updates to irrigation water schedules and such other engineering matters that may come before the Board, and take all necessary actions related to such matters;
7. Review and approve General Manager's report regarding on-going operations activities, committee matters, parks and trails, landscaping related services, customer care, finance, contractual and joint facilities reports, and receive updates as to operations and resident communications; conduct hearings with respect to violations of District Rules, if any, and discuss and take action on enforcement and remedial measures available to District and take necessary action with respect thereto; approve customer write-offs as necessary; consider and approve adoption of revised system and/or park rules and regulations, if necessary; take any action on needed water conservation and drought contingency measures; review any needed updates or revisions or rate adjustments to exiting Service Rate Order, and take action on these and other operational matters as may be necessary;
8. Update regarding status of possible action with respect to services provided by Touchstone District Services including status of website, Facebook page and other communications initiatives, including without limitation any recommendations with respect to improving responsiveness to customer concerns posted on social media, and take action as appropriate in connection therewith;
9. Hear update regarding feasibility of reducing charges to customers impacted by the winter storm and take action as appropriate in connection therewith;

10. Update with respect to 2021 legislative session, including legislation affecting or pertaining to the District or water districts in general;
11. Confirmation of SB 625 required Special Purpose District filings for 2021.
12. Discuss utilization of alternative meeting locations, and if timely, reestablish regular meeting location, time and day of the month and consider and adopt an Amended Order Designating Offices Outside the District and authorize publication of related notice with regard to such out of District offices;
13. Consideration and possible action on matters related to existing agreements for water supply with the Lower Colorado River Authority and water service through the West Travis County Public Utility Agency ("PUA"), water rates and water conservation matters;
14. Schedule or confirm any proposed additional special board meetings or committee meeting dates;
15. Adjourn to Executive Session to consult with attorneys regarding pending litigation matters, contemplated litigation matters, and other legal matters related to agenda items in accordance with Texas Government Code § 551.071;
16. If necessary, reopen meeting and take any necessary action with regard to matters discussed in Executive Session; and
17. Adjournment.

Note on Executive Session: The Board of Directors will go into Executive Session, if necessary and appropriate, pursuant to the applicable section of subchapter D, Chapter 551, Texas Government Code Annotated, the Texas Open Meetings Act, on any matter that may come before the Board. No action decision or vote on any subject or matter may be taken unless specifically listed on the agenda for this meeting.

Note on Public Comment: Any Person wishing to address the Board **generally** will be permitted to present comments at the time the presiding officer calls for public comments in accordance with the meeting notice. Any Person wishing to address the Board with respect to a **specific agenda item** will be permitted to present comments before or during the Board's consideration of the agenda item.

HCWCID No. 2 – Notice 4-15-2021 Regular Meeting

EXECUTED this the 9th day of April, 2021.

HAYS COUNTY WATER CONTROL AND  
IMPROVEMENT DISTRICT NO. 2



  
Bill Harris, President

## ITEM NO. 3

## **Hays County W.C.I.D. No. 2**

### **Accounting Report**

**April 15, 2021**

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- Review Cash Activity Report, including Receipts and Expenditures
  - ☑ Action Items:
    - Approval of director and vendor payments.
    - Approval of fund transfers.
- Review February 28, 2021 Financial Statements.

# 2021

## Hays County W.C.I.D. No. 2

January						
Su	M	Tu	W	Th	F	Sa
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3	4	5	6	7	8	9
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31						

February						
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March						
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September						
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October						
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November						
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December						
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**Hays County W.C.I.D. No. 2**  
**Cash Activity Report**  
**February 28, 2021 - April 15, 2021**

				<b>BancorpSouth</b>
				<b>Operating Account</b>
<b>Cash - Reconciled Balance as of February 28, 2021</b>				<b>\$ 703,043.52</b>
<b>Subsequent Activity Through April 15, 2021</b>				<b>12,388.39</b>
Expenditures Approved March 18, 2021	#5092 - #5110		(179,419.21)	
Expenditures Approved March 18, 2021	ACH A T & T		(478.80)	
Deposit	Pool Deposit and Inspection Fees		24,000.00	
Deposit	Builder Fines		2,616.47	
Deposit	Tap Fees		25,957.00	
A T & T	ACH Telephone - March 2021		(441.33)	
Pedernales Electric Cooperative, Inc.	ACH Utilities - February 2021		(755.82)	
Service Collections			140,910.08	
Subtotal - BancorpSouth Operating Account			<u>12,388.39</u>	
<b>Expenditures to be Approved at April 15, 2021 Board Meeting</b>				<b>(142,239.87)</b>
Lynn J. Lee	5111 Director Fees		277.05	
Samantha E Bethke	5112 Director Fees		277.05	
Sean W McGillicuddy	5113 Director Fees		202.05	
William B Harris, III	5114 Director Fees		277.05	
William C Kelly	5115 Director Fees		403.58	
Amegy Bank Corporate Trust	5116 Paying Agent Fee		400.00	
Andy Barrett & Associates	5117 Legal Fees (Retainer) - April 2021		1,380.00	
Aquatic Features, Inc.	5118 Wet Pond Maintenance		509.50	
Badger Meter	5119 AMI Meter		598.97	
Bott & Douthitt, P.L.L.C.	5120 Accounting Fees - March 2021		3,500.00	
CMA Engineering, Inc.	5121 Engineering Fees - February 2021		13,834.84	
Inframark, LLC	5122 Operations - March 2021		23,042.47	
Law Office of Matthew B Kutac, PLLC	5123 Legal Fees - March 2021		5,880.00	
Texas Disposal Systems, Inc.	5124 Garbage Service - March 2021		21,634.73	
West Travis County PUA	5125 Purchased Water - March 2021		42,422.38	
Winstead	5126 Legal Fees - March 2021		5,742.51	
WLE, LLC.	5127 Landscape Maintenance		21,857.69	
Subtotal - BancorpSouth Operating Account			<u>142,239.87</u>	
<b>Transfer Requests to be Approved April 15, 2021</b>				<b>(12,000.00)</b>
Hays County WCID No. 2	5128 Transfer from BancorpSouth Operating to Manager's		(12,000.00)	
			<u>(12,000.00)</u>	
<b>Projected Balance as of April 15, 2021</b>				<b>\$ 561,192.04</b>

**Hays County W.C.I.D. No. 2**  
**Cash Activity Report**  
**February 28, 2021 - April 15, 2021**

			<b>BancorpSouth</b>
			<b>Manager's Account</b>
<b>Cash - Reconciled Balance as of February 28, 2021</b>			<b>\$ 22,522.30</b>
<b>Subsequent Activity Through April 15, 2021</b>			<b>(9,533.87)</b>
Transfer Approved March 18, 2021	Transfer from Bancorp Operating to Bancorp Manager's	13,000.00	
Expenditures Approved March 18, 2021	#10028 - #10034	(10,421.07)	
Expenditures Approved March 18, 2021	EFTPS - Payroll Tax - February 2021	(296.06)	
U S Treasury	EFTPS Payroll Tax - March 2021	(734.58)	
Texas Community Propane, Ltd.	10035 Utilities - February 2021	(887.36)	
Rodney & Lindsay Davis	10036 Builder Deposit Refund	(1,000.00)	
Billy Jachetta	10037 Customer Refund	(78.67)	
Brian Chapman	10038 Customer Refund	(67.63)	
Data Accio	10039 Customer Refund	(319.25)	
Jenna Fox	10040 Customer Refund	(108.93)	
Karla Stewart	10041 Customer Refund	(301.11)	
Kevin La Barre	10042 Customer Refund	(96.70)	
Mark Adair	10043 Customer Refund	(87.84)	
Michael Espinosa	10044 Customer Refund	(311.73)	
Ryan Smith	10045 Customer Refund	(188.11)	
Toll Brothers	10046 Customer Refund	(1,489.74)	
LCRA	10047 Raw Water Purchases - March 2021	(6,145.09)	
Subtotal-BancorpSouth Manager's Account		<u>(9,533.87)</u>	
<b>Transfer Requests to be Approved April 15, 2021</b>			<b>12,000.00</b>
Hays County WCID No. 2	Transfer from Bancorp Operating to Bancorp Manager's	12,000.00	
		<u>12,000.00</u>	
<b>Projected Balance as of April 15, 2021</b>			<b>\$ 24,988.43</b>



## Hays County W.C.I.D. No. 2

### Cash/Investment Activity Report

#### February 28, 2021 - April 15, 2021

	Maturity Date	Interest Rates	Balance 2/28/2021	Subsequent		Subtotal 4/15/2021	Transfers to be Approved 4/15/2021		Projected Balance 4/15/2021
				Receipts	Disbursements				
<b>General Fund -</b>									
BancorpSouth Checking Account (Operating)	n/a	0.0000%	703,043.52	193,483.55	(323,335.03)	573,192.04	(12,000.00)	(1)	561,192.04
BancorpSouth Checking Account (Manager's)	n/a	0.0000%	22,522.30	13,000.00	(22,533.87)	12,988.43	12,000.00	(1)	24,988.43
BancorpSouth Checking Account (Park Fees)	n/a	0.0000%	408,386.13	-	-	408,386.13	-		408,386.13
TexPool - Operating Account	n/a	0.0252%	4,083,594.65	523,859.67	(425,126.95)	4,182,327.37	(63,335.61)	(2)	4,118,991.76
<b>Total - General Fund</b>			<b>5,217,546.60</b>	<b>730,343.22</b>	<b>(770,995.85)</b>	<b>5,176,893.97</b>	<b>(63,335.61)</b>		<b>5,113,558.36</b>
<b>Debt Service Fund -</b>									
BancorpSouth Debt Service Account	n/a	0.0001%	19,365.69	-	-	19,365.69			19,365.69
TexPool - Debt Service Roads Bonds Account	n/a	0.0252%	2,502.87	-	-	2,502.87	-		2,502.87
TexPool - Debt Service Account	n/a	0.0252%	646,653.90	2,900,000.00	-	3,546,653.90	-		3,546,653.90
TexPool - Tax Account	n/a	0.0252%	3,800,534.18	-	(3,423,859.67)	376,674.51	-		376,674.51
<b>Total - Debt Service Fund</b>			<b>4,469,056.64</b>	<b>2,900,000.00</b>	<b>(3,423,859.67)</b>	<b>3,945,196.97</b>	<b>-</b>		<b>3,945,196.97</b>
<b>Capital Project Fund -</b>									
TexPool - SR2020 Capital Projects	n/a	0.0252%	552,992.16	-	-	552,992.16	-		552,992.16
<b>Total - Capital Project Fund</b>			<b>552,992.16</b>	<b>-</b>	<b>-</b>	<b>552,992.16</b>	<b>-</b>		<b>552,992.16</b>
<b>Total - All Funds</b>			<b>\$ 10,239,595.40</b>	<b>\$ 3,630,343.22</b>	<b>\$ (4,194,855.52)</b>	<b>\$ 9,675,083.10</b>	<b>\$ (63,335.61)</b>		<b>\$ 9,611,747.49</b>

**Transfer Letter Information:**

<sup>(1)</sup> Transfer funds from BancorpSouth Operating Account to BancorpSouth Manager's Account (check #5128): \$12,000.00

<sup>(2)</sup> Transfer funds from TexPool Operating Account to Hays County WCID No. 1 TexPool Operating Account: \$63,335.61

**Hays County W.C.I.D. No. 2**  
**Accountant's Compilation Report**  
**February 28, 2021**

The District is responsible for the accompanying financial statements of the governmental activities of Hays County W.C.I.D. No. 2, as of and for the five months ended February 28, 2021, which collectively comprise the District's basic financial statements – governmental funds in accordance with the accounting principles generally accepted in the United States of America. We have performed a compilation engagement in accordance with Statements on Standards for Accounting and Review Services promulgated by the Accounting and Review Services Committee of the AICPA. We did not audit or review the financial statements nor were we required to perform any procedures to verify the accuracy or completeness of the information provided by management. Accordingly, we do not express an opinion, a conclusion, nor provide any form of assurance on these financial statements.

The District has omitted the management's discussion and analysis, the Statement of Net Assets, and Statement of Activities that the Governmental Accounting Standards Board required to be presented to supplement the basic financial statements. Such missing information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historic context.


In addition, the District has elected to omit substantially all of the disclosures and the statement of cash flows required by accounting principles generally accepted in the United States of America. If the omitted disclosures and components required by GASB 34 were included in the financial statements, they might influence the user's conclusions about the District's financial position, results of operations, and cash flows. Accordingly, these financial statements are not designed for those who are not informed about such matters.

Accounting principles generally accepted in the United States of America require that budgetary comparison information be presented to supplement the basic financial statements. Such information is presented for purposes of additional analysis and, although not a required part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting and for placing the basic financial statements in an appropriate operational, economic, or historical context. Such information is the responsibility of management. The required supplementary information was subject to our compilation engagement. We have not audited or reviewed the required supplementary information and do not express an opinion, a conclusion, nor provide any assurance on such information.

**Supplementary Information**

The supplementary information contained in the schedules described in the Supplementary Information Index is presented for purposes of additional analysis and is not a required part of the basic financial statements. This information is the representation of management. The information was subject to our compilation engagement, however, we have not audited or reviewed the supplementary information and, accordingly, do not express an opinion, a conclusion, nor provide any form of assurance on such supplementary information.

We are not independent with respect to Hays County W.C.I.D. No. 2.

  
BOTT & DOUTHITT, P.L.L.C.

April 12, 2021  
Round Rock, TX

# Hays County W.C.I.D. No. 2

## Governmental Funds Balance Sheet

### February 28, 2021

	Governmental Funds			Governmental Funds Total
	General Fund	Debt Service Fund	Capital Projects Fund	
<b>Assets</b>				
Cash and Cash Equivalents				
Cash	\$ 1,133,951.95	\$ 19,365.69	\$ -	\$ 1,153,317.64
Cash Equivalents	4,083,594.65	4,449,690.95	552,992.16	9,086,277.76
Receivables				
Service Accounts, net of allowance for doubtful accounts of \$ -	149,736.30	-	-	149,736.30
Accrued Service Revenue	156,259.13	-	-	156,259.13
A/R - Other	68,137.63	-	1,027.00	69,164.63
Property Taxes	50,744.97	176,391.95	-	227,136.92
Deposits Receivable	79,211.44	-	-	79,211.44
Interfund	768,213.27	-	-	768,213.27
Intergovernmental	1,868.47	-	-	1,868.47
Prepaid Maintenance CAP	44,402.73	-	-	44,402.73
<b>Total Assets</b>	<b>\$ 6,536,120.54</b>	<b>\$ 4,645,448.59</b>	<b>\$ 554,019.16</b>	<b>\$11,735,588.29</b>
<b>Liabilities</b>				
Accounts Payable	\$ 181,205.33	\$ -	\$ -	\$ 181,205.33
Accrued Expenses	207,543.71	-	-	207,543.71
Due to TCEQ	1,622.27	-	-	1,622.27
Payroll Taxes Payable	296.06	-	-	296.06
Customer Deposits	312,645.00	-	-	312,645.00
Review Fee Deposits	4,023.53	-	-	4,023.53
Unclaimed Property	2,674.28	-	-	2,674.28
Interfund Payable	-	767,213.27	1,000.00	768,213.27
Intergovernmental	488,462.56	-	-	488,462.56
<b>Total Liabilities</b>	<b>1,198,472.74</b>	<b>767,213.27</b>	<b>1,000.00</b>	<b>1,966,686.01</b>
<b>Deferred Inflows of Resources</b>				
Property Taxes	50,744.97	176,391.95	-	227,136.92
<b>Total Deferred Inflows of Resources</b>	<b>50,744.97</b>	<b>176,391.95</b>	<b>-</b>	<b>227,136.92</b>
<b>Fund Balance</b>				
Fund Balances:				
Restricted for -				
Debt Service	-	3,701,843.37	-	3,701,843.37
Capital Projects	-	-	553,019.16	553,019.16
Unassigned	5,286,902.83	-	-	5,286,902.83
<b>Total Fund Balances</b>	<b>5,286,902.83</b>	<b>3,701,843.37</b>	<b>553,019.16</b>	<b>9,541,765.36</b>
<b>Total Liabilities and Fund Balances</b>	<b>\$ 6,536,120.54</b>	<b>\$ 4,645,448.59</b>	<b>\$ 554,019.16</b>	<b>\$11,735,588.29</b>

# Hays County W.C.I.D. No. 2

## Statement of Revenues, Expenditures & Changes in Fund Balance-Governmental Funds

### October 1, 2020 - February 28, 2021

	<b>Governmental Funds</b>			<b>Governmental Funds Total</b>
	<b>General Fund</b>	<b>Debt Service Fund</b>	<b>Capital Projects Fund</b>	
<b>Revenues:</b>				
Property taxes, including penalties	\$ 766,528.60	\$ 3,022,080.16	\$ -	\$ 3,788,608.76
Service revenues, including penalties	923,207.73	-	-	923,207.73
Tap connection fees	41,658.00	-	-	41,658.00
Inspection fees	27,800.00	-	-	27,800.00
Interest income	1,700.46	754.24	2,017.90	4,472.60
Park fees	4,500.00	-	-	4,500.00
Miscellaneous Income	153,034.89	-	-	153,034.89
<b>Total Revenues</b>	<b>1,918,429.68</b>	<b>3,022,834.40</b>	<b>2,017.90</b>	<b>4,943,281.98</b>
<b>Expenditures:</b>				
Current -				
District Facilities -				
Water Purchases	273,682.73	-	-	273,682.73
Operations - Base Fee	93,235.00	-	-	93,235.00
Maintenance - CAP	27,117.77	-	-	27,117.77
Meter Expense	53,900.29	-	-	53,900.29
Pond Maintenance	2,453.75	-	-	2,453.75
Landscape Maintenance	111,401.10	-	-	111,401.10
Landscape Maintenance - Mowing	750.00	-	-	750.00
Permit Fees	2,476.95	-	-	2,476.95
Security Expense	10,643.75	-	-	10,643.75
Utilities	111,871.98	-	-	111,871.98
Telephone/Internet	1,680.93	-	-	1,680.93
Joint Facilities -				
Participation Expenses	609,517.43	-	-	609,517.43
Administrative Services -				
Director Fees, including payroll taxes	8,073.76	-	-	8,073.76
Tax Appraisal/Collection Fees	1,364.18	5,378.75	-	6,742.93
Election Expense	2,823.96	-	-	2,823.96
Miscellaneous Expense	2,002.37	-	-	2,002.37
Bond Issue Expense	-	-	1,000.00	1,000.00
Professional Fees -				
Legal Fees	67,489.06	-	-	67,489.06
Accounting Fees	18,250.00	-	-	18,250.00
Engineering Fees	14,282.87	-	-	14,282.87
Financial Advisor Fees	505.78	1,994.22	-	2,500.00
Audit Fees	16,500.00	-	-	16,500.00
Debt Service				
Bond Interest	-	563,025.22	-	563,025.22
Arbitrage Review Fees	-	2,000.00	-	2,000.00
Paying Agent Fees	-	850.00	-	850.00
Capital Outlay	14,649.43	-	-	14,649.43
<b>Total Expenditures</b>	<b>1,444,673.09</b>	<b>573,248.19</b>	<b>1,000.00</b>	<b>2,018,921.28</b>
<b>Excess/(Deficiency) of Revenues over Expenditures</b>	<b>473,756.59</b>	<b>2,449,586.21</b>	<b>1,017.90</b>	<b>2,924,360.70</b>
<b>Fund Balance, October 1, 2020</b>	<b>4,813,146.24</b>	<b>1,252,257.16</b>	<b>552,001.26</b>	<b>6,617,404.66</b>
<b>Fund Balance, February 28, 2021</b>	<b>\$ 5,286,902.83</b>	<b>\$ 3,701,843.37</b>	<b>\$ 553,019.16</b>	<b>\$ 9,541,765.36</b>

## ITEM NO. 5

**HAYS COUNTY WCID NOS. 1 AND 2 – WWTP AND 210 REUSE IRRIGATION  
ENGINEERING REPORT  
FOR THE APRIL 2021 BOARD MEETINGS**

**AGENDA ITEM**

- I. Potential action items for the meeting:
  - A. Approval of Pay Application No. 7 (\$10,899.00) – Drum Screen Replacement and Site Plan Revisions (*Report Item II.B*)
- II. Drum Screen Replacement
  - A. Construction updates
    - 1. We are waiting on the fabrication and delivery of the stairs. The project schedule can be found on the google drive.
  - B. Recommend approval of Pay Application No. 7 - \$10,899.00 which can be found on the google drive.
  - C. Construction Updates can be found on the google drive in the PDF called Ongoing Projects at the WWTP.
- III. EQ Tank Blower Replacement
  - A. Project design is ongoing
  - B. Construction Updates can be found on the google drive in the PDF called Ongoing Projects at the WWTP.
- IV. Belterra Wastewater Treatment Plant Weir Overflow
  - A. Discuss scope of services
  - B. Construction Updates can be found on the google drive in the PDF called Ongoing Projects at the WWTP.
- V. Wastewater Summary
  - Average Daily Wastewater Usage (February 2021) = 512,360 gpd
  - 90% of Permitted Capacity = 450,000 gpd



## ITEM NO. 6

**HAYS COUNTY WCID NO. 2 - ENGINEERING REPORT  
FOR THE APRIL 15, 2021 BOARD MEETING**

**GENERAL DISTRICT ENGINEERING  
AGENDA ITEM**

- I. Potential action items for the meeting: None
- II. Fire Station
  - A. Completion of the entire project is expected at the end of May
- III. Naples Sidewalk Extension and Trail Project
  - A. Project design is ongoing.
  - B. We are waiting on direction regarding the Naples sidewalk extension. An exhibit was provided to the Parks Committee for public comment.
- IV. Section 20-1, 20-2, and 21-2 Warranty
  - A. Discuss Section 21-2 Pond 1 wall warranty items and recommendation from structural engineer. See the google drive for the recommendation, pictures of the wall, and a google earth pdf of the location for reference.





## ITEM NO. 7



Hays County Water Control and Improvement District No.2  
General Manager Report for the month of  
March 2021  
**Board Meeting April 15th, 2021**

Reviewed By: Kristi Hester  
Date: 4/14/2021



**Inframark LLC**  
14050 Summit Drive, #103  
Austin, TX 78728  
United States  
T: +1 512 246 0498  
[www.inframark.com](http://www.inframark.com)

### Current Items Requiring Board Approval

Vendor	Amount	WO#	Budget Amount	Description
Badger	\$120,000.00		Partial	Complete AMI meter project

### Memorandum for: Board of Director's Hays WCID

**From: Kristi Hester**

**Subject: General Manager's Executive Summary Report**

Below is a summary of activities since the last board meeting:

#### 1) Wastewater Treatment Plant

- a) All facilities are in compliance for the Month of March
- b) Daily average flows are 315,000 gallons a day, 63% capacity
- c) Scheduling cleaning of MBR basin this Month
- d) EQ Rehab last items to complete are the handrails and catwalk schedule completion is 4.16.21
- e) EQ Tank blowers and piping have been delivered
- f) Damages to facilities due to winter storm are below insurance deductible - estimate \$4,200.00
- g) Repaired air header that was causing noise

#### 2) Re-Use Water System - Drip System

- a) Tank level is back down to 6 ft
- b) Full inspection of all fields and control system scheduled in May
- c) Turned off 210 irrigation behind Mendocino due saturation

#### 3) Distribution System – Billing

- a) 666 AMI meters installed, 44 users are on the portal. 190 AMI meters installed in March
- b) To complete the AMI project this year we would need 200 more meters and 500 endpoints
- c) Estimate for materials to complete the AMI project is \$95,000 and install \$25,000
- d) Ordered endpoints for master meters so that we can retrieve reads remote on "Eye on Water"
- e) Next month we will include in our report the reads for water flows daily

#### 4) Collection System

- a) PM completed on pumps and motors at all lift stations
- b) PM completed on generators at all lift stations
- c) Pulled pumps at LS 5 Catalina replaced cables
- d) Looking at possible infiltration issues in section 21 - LS 6 pump run times high during rain events
- e) 270 Kiras Ct customer reported backup - found blockage on customer side

**5) Drainage/Ponds**

- a) Cleaned inlet out gabion walls on Estes Pond
- b) Section 21 ponds have been cleaned
- c) Cleaned inlets along Belterra Dr to Sawyer
- d) Several others are scheduled for May

**6) Parks – Trails**

- a) WLE working on down trees and pick up in the greenbelt
- b) Survey for sidewalk extension at Belterra Dr to school

**7) Construction**

- a) 182 CSI builder inspections completed in March
- b) Several violations on erosion control - fines sent

**8) Customer Care**

- a) Meet to review water relief from winter storm - determined no action required
- b) Scheduling next meeting to review security and touchstone

**9) Infrastructure**

- a) Hays 1 meet on site to discuss the overflow options



## Billing Summary



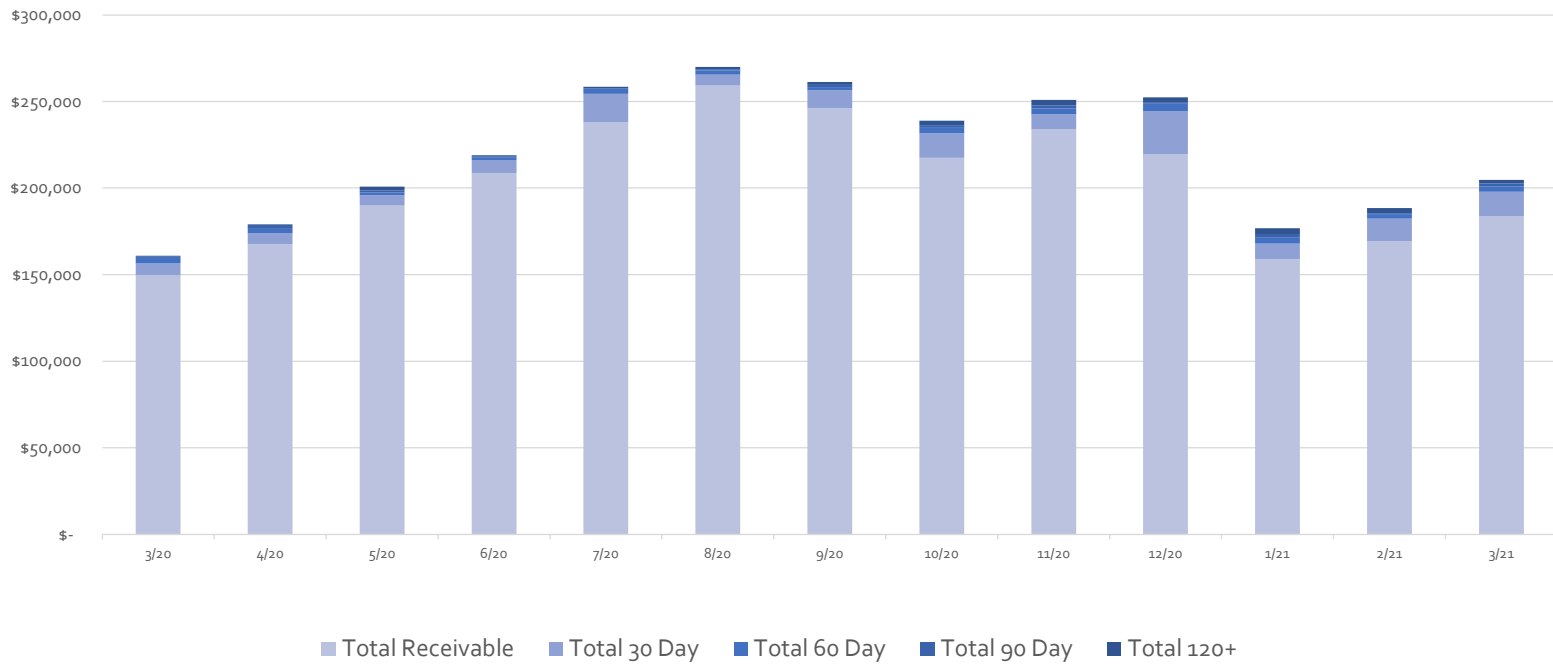
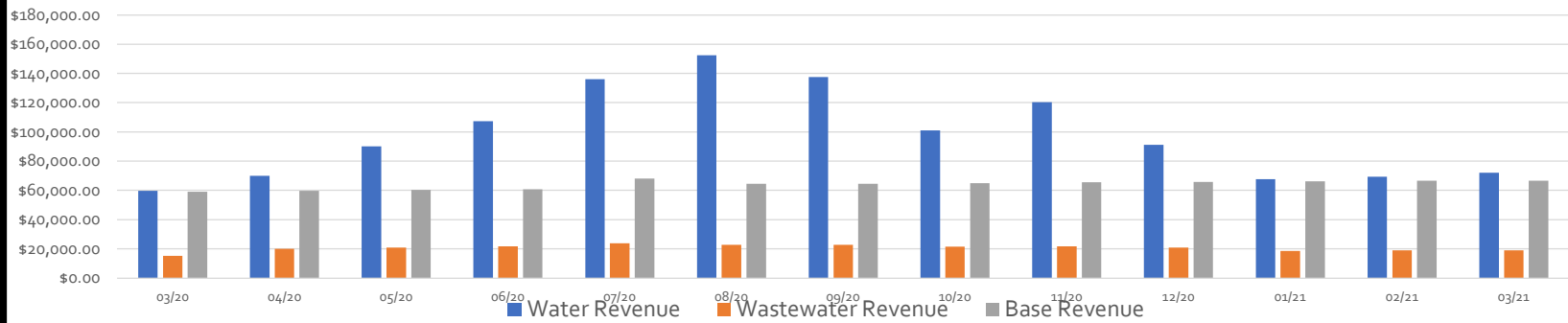
Description	Connections	
	Mar-20	Mar-21
Residential	1,038	1,114
Commercial	1	2
Hydrant	-	1
Tracking	6	6
Reclaimed	-	-
<b>Total Number of Accounts Billed</b>	<b>1,045</b>	<b>1,123</b>
	Consumption	
Residential	5,962,300	7,815,000
Commercial	1,000	206,000
Hydrant	-	2,000
Tracking	22,000	5,000
Reclaimed	-	-
<b>Total Gallons Consumed</b>	<b>5,985,300</b>	<b>8,028,000</b>
	Average Consumption	
Residential	5,744	7,015
Commercial	1,000	103,000
Hydrant	-	-
Tracking	3,667	833
Reclaimed	-	-
<b>Avg Water Use for Accounts Billed</b>	<b>5,728</b>	<b>7,149</b>
Total Billed	\$ 144,786	\$ 171,621
Total Aged Receivables	\$ 4,879	\$ 12,214
Total Receivables	\$ 149,665	\$ 183,835

78

2,042,700

34,170

12 Billing Month History Revenue by Category



Date	Total Receivable		Total 30 Day		Total 60 Day		Total 90 Day		Total 120+	
3/20	\$	149,665	\$	6,830	\$	3,758	\$	182	\$	391
4/20	\$	167,563	\$	6,295	\$	2,565	\$	2,219	\$	278
5/20	\$	189,953	\$	5,821	\$	1,771	\$	979	\$	2,282
6/20	\$	208,668	\$	7,300	\$	1,777	\$	622	\$	612
7/20	\$	237,882	\$	16,492	\$	2,776	\$	411	\$	931
8/20	\$	259,276	\$	6,167	\$	2,451	\$	789	\$	1,277
9/20	\$	246,102	\$	10,393	\$	1,864	\$	1,144	\$	1,750
10/20	\$	217,359	\$	14,243	\$	3,614	\$	1,110	\$	2,590
11/20	\$	234,042	\$	8,472	\$	3,452	\$	1,824	\$	3,062
12/20	\$	219,695	\$	24,698	\$	4,255	\$	894	\$	2,790
1/21	\$	158,908	\$	9,054	\$	3,608	\$	1,974	\$	3,260
2/21	\$	169,151	\$	13,130	\$	2,565	\$	694	\$	2,964
3/21	\$	183,835	\$	14,010	\$	3,180	\$	1,694	\$	1,933

Board Consideration to Write Off	\$0.00
Board Consideration Collections	\$0.00
Delinquent Letter Mailed	11
Delinquent Tags Hung	N/A
Disconnects for Non Payment	N/A

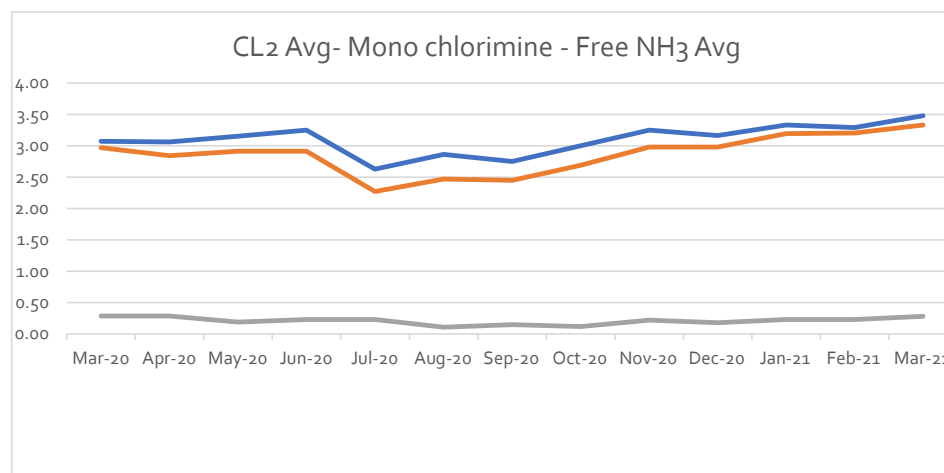
## Water Quality Report -Disinfection Monitoring

Current Annual Avg

3.1

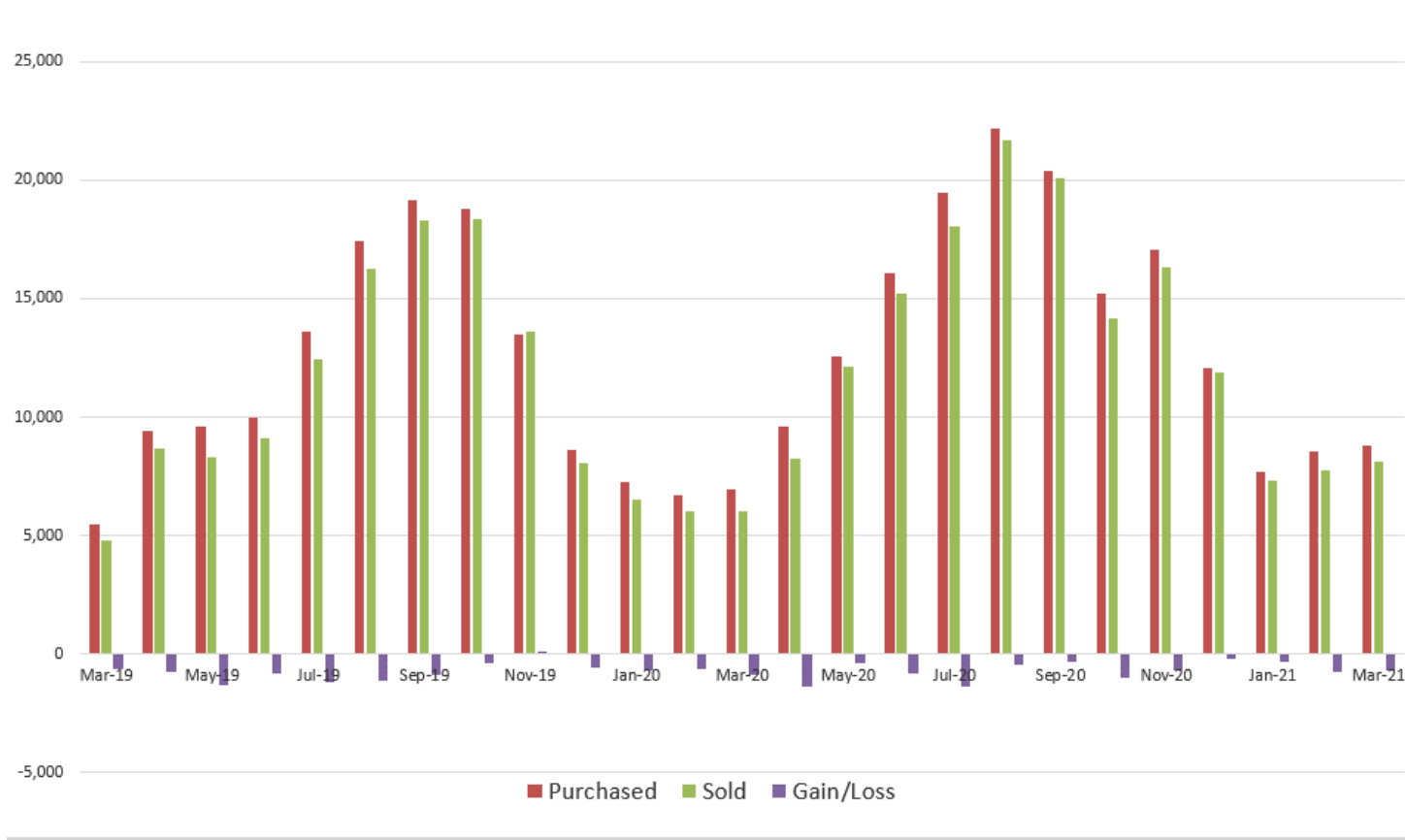
State Requirements Must Be Above .50

Date	CL2 Avg	Mono	NH <sub>3</sub>
Mar-20	3.07	2.97	0.29
Apr-20	3.06	2.84	0.29
May-20	3.15	2.91	0.19
Jun-20	3.25	2.91	0.23
Jul-20	2.63	2.27	0.23
Aug-20	2.86	2.47	0.11
Sep-20	2.75	2.45	0.15
Oct-20	3.00	2.69	0.12
Nov-20	3.25	2.98	0.22
Dec-20	3.16	2.98	0.18
Jan-21	3.33	3.19	0.23
Feb-21	3.29	3.20	0.23
Mar-21	3.48	3.33	0.28



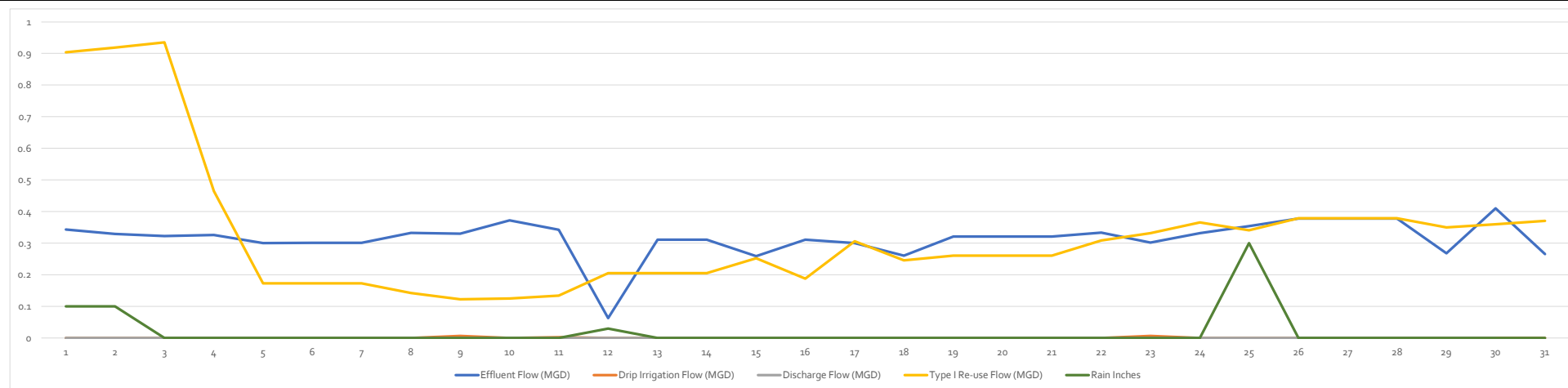


## Water Accountability Report



Month	Read Date	Number of Connections	Purchased (1000)	Sold (1000)	Flushing	Gal.s Loss (-)	Accounted For %	Annual Running Avg
March 19	3/7/2019	949	5,464	4,805	15	(644)	88%	93%
April 19	4/8/2019	956	9,444	8,649	25	(770)	92%	93%
May 19	5/8/2019	966	9,617	8,318	25	(1,279)	87%	93%
June 19	6/6/2019	979	9,953	9,126	18	(810)	92%	92%
July 19	7/8/2019	987	13,637	12,423	20	(1,195)	91%	93%
August 19	8/7/2019	988	17,403	16,259	10	(1,119)	93%	93%
September 19	9/5/2019	1010	19,146	18,266	10	(871)	95%	93%
October 19	10/8/2019	1017	18,769	18,350	21	(399)	98%	94%
November 19	11/7/2019	1018	13,489	13,586	27	124	101%	94%
December 19	12/9/2019	1028	8,620	8,059	24	(537)	94%	94%
January 20	1/8/2020	1034	7,238	6,510	40	(688)	91%	93%
February 20	2/6/2020	1043	6,680	6,040	19	(622)	91%	93%
March 20	3/6/2020	1045	6,940	6,019	32	(889)	87%	93%
April 20	4/9/2020	1061	9,619	8,223	30	(1,365)	86%	93%
May 20	5/8/2020	1071	12,534	12,127	1	(406)	97%	93%
June 20	6/10/2020	1075	16,098	15,240	36	(822)	95%	94%
July 20	7/10/2020	1082	19,435	18,047	6	(1,383)	93%	94%
August 20	8/10/2020	1085	22,174	21,711	23	(440)	98%	94%
September 20	9/10/2020	1089	20,394	20,064	5	(325)	98%	95%
October 20	10/9/2020	1099	15,182	14,165	19	(998)	93%	95%
November 20	11/10/2020	1105	17,049	16,342	28	(680)	96%	95%
December 20	12/11/2020	1110	12,099	11,882	46	(171)	99%	95%
January 21	1/8/2021	1116	7,694	7,343	17	(334)	96%	95%
February 21	2/9/2021	1121	8,529	7,767	25	(737)	91%	95%
March 21	3/10/2021	1123	8,811	8,093	19	(699)	92%	94%

## Wastewater Flows for the Month of March



# Wastewater Treatment Permit Summary - Month of March

		DISCHARGE	RE-USE	DRIP FIELD	ACTUAL	COMPLIANT	PERCENT
Avg. Treated Flow	MGD	0.5			0.315	Yes	63.0%
Avg. Discharge Flow	MGD	0.35			0.000	Yes	0.0%
Avg. Drip Field Flow	MGD	0.15			0.000	Yes	0.0%
Avg. Re-Use Flow	MGD	0.35			0.329	Yes	94.0%
Avg. Other Flow					-0.014	Yes	
Avg. cBOD	mg/L	5	5	20	1.1	Yes	
Avg. TSS	mg/L	5		20	1.0	Yes	
Avg. Ammonia Nitrogen NH <sub>3</sub>	mg/L	2			0.28	Yes	
Avg. Total Nitrogen T-Nit	mg/L	6			3.00	Yes	
E. coli Bacteria	CFU	126	20	126	1.0	Yes	
Avg. Turbidity	NTU		3		0.44	Yes	
MIN. PH	STD UNITS	6.0			7.85	Yes	
MAX. PH	STD UNITS	9.0			7.91	Yes	

## Hays County WCID Wastewater Flow Historical

Date	Connections			Total Flows	Average	Avg Flow Per Connection	WWTP Capacity %	Drip Irrigation Flow	Type I Re-use Flow
	Hays 1	Hays 2	TOTAL						
Mar-21	991	1123	2114	9,773,000	315,000	149	63%	15,000	10,206,000
Feb-21	991	1121	2112	14,346,000	512,360	243	102%	-	9,015,000
Jan-21	991	1115	2106	10,715,000	346,000	164	69%	-	9,781,000
<b>TOTALS</b>				<b>34,834,000</b>	<b>391,120</b>	<b>185</b>	<b>78%</b>	<b>15,000</b>	<b>29,002,000</b>
Dec-20	981	1110	2091	10,617,000	342,000	164	68%	4,000	11,375,000
Nov-20	981	1105	2086	10,010,000	334,000	160	67%	44,000	7,610,000
Oct-20	981	1099	2080	10,271,000	331,000	159	66%	48,000	8,136,000
Sep-20	982	1089	2071	10,058,000	335,000	162	67%	28,000	11,066,000
Aug-20	978	1085	2063	10,091,000	326,000	158	65%	5,000	9,562,000
Jul-20	978	1082	2060	9,901,000	319,000	155	64%	11,000	10,569,000
Jun-20	979	1075	2054	9,605,000	320,000	156	64%	8,000	7,760,000
May-20	972	1071	2043	9,988,000	322,000	158	64%	20,000	10,087,000
Apr-20	966	1061	2027	9,817,000	327,000	161	65%	22,000	8,738,000
Mar-20	957	1045	2002	9,703,000	313,000	156	63%	78,000	9,128,000
Feb-20	955	1043	1998	8,823,000	304,000	152	61%	51,000	8,265,000
Jan-20	954	1034	1988	9,365,000	302,000	152	60%	10,000	9,273,000
<b>TOTALS</b>				<b>118,249,000</b>	<b>322,917</b>	<b>158</b>	<b>65%</b>	<b>329,000</b>	<b>111,569,000</b>
Dec-19	948	1028	1976	9,439,000	304,000	154	61%	24,000	8,890,000
Nov-19	947	1018	1965	8,684,000	289,000	147	58%	3,000	9,070,000
Oct-19	945	1017	1962	9,277,000	299,000	152	60%	20,000	9,445,000
Sep-19	933	1010	1943	8,923,000	297,000	153	59%	29,000	6,559,000
Aug-19	932	988	1920	8,986,000	290,000	151	58%	15,000	10,549,000
Jul-19	932	187	1119	8,626,000	278,000	248	56%	34,000	7,416,000
Jun-19	925	979	1904	8,511,000	284,000	149	57%	102,000	8,398,000
May-19	921	966	1887	10,701,000	345,000	183	69%	4,439,000	5,459,000
Apr-19	921	956	1877	9,181,000	306,000	163	61%	2,865,000	5,862,000
Mar-19	921	949	1870	8,817,000	284,000	152	57%	3,263,000	4,006,000
Feb-19	921	932	1853	8,254,000	295,000	159	59%	4,050,000	3,473,000
Jan-19	919	924	1843	9,880,000	319,000	173	64%	4,546,000	6,038,000
<b>TOTALS</b>				<b>109,279,000</b>	<b>299,167</b>	<b>165</b>	<b>60%</b>	<b>19,390,000</b>	<b>85,165,000</b>