

**HCWCID NO. 2**  
**BOARD MEETING PACKET**  
**12-17-20**

## 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, December 17, 2020, 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 1-888-475-4499 (Meeting ID: 876 8417 9025; Passcode: 430753), 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 October 15, 2020 regular meeting;
3. Review and approve Minutes of November 19, 2020 regular meeting;
4. Review and approve Minutes of November 23, 2020 special meeting;
5. Update with regard to the status of pending reimbursements from the District's Series 2020 Unlimited Tax Utility Bonds, any further action with regard to any updates, including if timely, the approval of a Supplemental Agreed Upon Procedures Report regarding such reimbursements, execution of any related releases, escrow of funds, as may be needed or other matters relating to reimbursements from the proceeds;
6. 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;
7. Hear reports from WLE with respect to routine landscaping or additional landscaping projects as may be proposed (with any necessary action to be taken under the General Manager's Report);
8. 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;
9. 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;
10. Review and approve General Manager's report regarding on-going operations activities, committee matters, parks and trails, 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;
11. Consideration and possible action with respect to services provided by Touchstone District Services including status of website, Facebook page and other communications initiatives;
12. Further discussion and, if timely, review of a proposed policy relating to future Directors elections;
13. Consideration and possible action with respect to continued use of Belterra Centre as District meeting place, or alternatively, selection of a different meeting place for future Board meetings;
14. Consideration and possible action with respect to proposed resolution adopting findings and recommendations of Maxwell, Locke & Ritter regarding misappropriation of funds by prior bookkeeper and related matters;

15. 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;
16. Schedule or confirm any proposed additional special board meetings or committee meeting dates;
17. 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;
18. If necessary, reopen meeting and take any necessary action with regard to matters discussed in Executive Session;
19. 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 12.17.20

EXECUTED this the 11th day of December, 2020.

HAYS COUNTY WATER CONTROL AND  
IMPROVEMENT DISTRICT NO. 2



  
Bill Harris, President

## ITEM NO. 6

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

### **Accounting Report**

**December 17, 2020**

---

- Review Cash Activity Report, including Receipts and Expenditures
  - ☑ Action Items:
    - Approval of director and vendor payments.
    - Approval of fund transfers.
- Review October 31, 2020 Financial Statements.

# 2020

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

January						
Su	M	Tu	W	Th	F	Sa
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

February						
Su	M	Tu	W	Th	F	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29

March						
Su	M	Tu	W	Th	F	Sa
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

April						
Su	M	Tu	W	Th	F	Sa
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

May						
Su	M	Tu	W	Th	F	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

June						
Su	M	Tu	W	Th	F	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

July						
Su	M	Tu	W	Th	F	Sa
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

August						
Su	M	Tu	W	Th	F	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

September						
Su	M	Tu	W	Th	F	Sa
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

October						
Su	M	Tu	W	Th	F	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

November						
Su	M	Tu	W	Th	F	Sa
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

December						
Su	M	Tu	W	Th	F	Sa
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

[illegible]

**Hays County W.C.I.D. No. 2**  
**Cash Activity Report**  
**October 31, 2020 - December 17, 2020**

			<b>BancorpSouth</b>
			<b>Operating Account</b>
<b>Cash - Reconciled Balance as of October 31, 2020</b>			<b>\$ 436,803.51</b>
<b>Subsequent Activity Through December 17, 2020</b>			<b>188,633.74</b>
Expenditures Approved November 19, 2020	#5000 - #5020	(190,995.17)	
Expenditures Approved November 19, 2020	ACH A T & T	(300.66)	
Expenditures Approved November 19, 2020	ACH Pedernales Electric Cooperative	(711.86)	
Deposit	Pool Deposit and Inspection Fees	17,500.00	
Deposit	Miscellaneous	111,215.25	
Deposit	Hays County ESD No. 6 Review Fee	87,967.59	
Service Collections		164,619.52	
Pedernales Electric Cooperative, Inc.	ACH Utilities - November 2020	(660.93)	
Subtotal - BancorpSouth Operating Account		<u>188,633.74</u>	
<b>Expenditures to be Approved at December 17, 2020 Board Meeting</b>			<b>(227,142.19)</b>
Lynn J. Lee	5021 Director Fees	402.57	
Samantha E Bethke	5022 Director Fees	415.57	
Sean W McGillicuddy	5023 Director Fees	505.13	
William B Harris, III	5024 Director Fees	402.57	
William C Kelly	5025 Director Fees	402.58	
Kenneth S. Smith	5026 Pool Deposit Refund	1,500.00	
Michelle Avery	5027 Pool Deposit Refund	1,250.00	
Andy Barrett & Associates	5028 General Legal Fees - November 2020	1,600.00	
Aquatic Features, Inc.	5029 Wet Pond Maintenance	432.00	
Assessments of the Southwest	5030 Preparation of Truth in Taxation	300.00	
AWBD	5031 Membership Dues 1/1/21 thru 12/31/21	675.00	
Badger Meter	5032 AMI Meter	600.75	
Bott & Douthitt, P.L.L.C.	5033 Accounting Fees - November 2020	6,560.98	
CMA Engineering, Inc.	5034 Engineering Fees - October 2020	9,094.55	
Hays Central Appraisal District	5035 Appraisal Fees - 1st Quarter 2021	6,742.93	
Inframark, LLC	5036 Operations - November 2020/Add'l Maintenance - October 2020	55,699.96	
Law Office of Matthew B Kutac, PLLC	5037 Legal Fees - November 2020	17,980.00	
TCEQ	5038 Water System Fee Reg #1050148	2,476.95	
Texas Disposal Systems, Inc.	5039 Customer Number: 1-103196 9 - November 2020	21,278.40	
West Travis County PUA	5040 Purchased Water - November 2020	65,269.93	
Winstead	5041 Legal Fees - November 2020	7,237.90	
WLE, LLC.	5042 Landscape Maintenance	26,314.42	
Subtotal - BancorpSouth Operating Account		<u>227,142.19</u>	
<b>Transfer Requests to be Approved December 17, 2020</b>			<b>(20,000.00)</b>
Hays County WCID No. 2	5043 Transfer from BancorpSouth Operating to Manager's	(20,000.00)	
		<u>(20,000.00)</u>	
<b>Projected Balance as of December 17, 2020</b>			<b>\$ 378,295.06</b>

**Hays County W.C.I.D. No. 2**  
**Cash Activity Report**  
**October 31, 2020 - December 17, 2020**

		<b>BancorpSouth</b>
		<b>Manager's Account</b>
<b>Cash - Reconciled Balance as of October 31, 2020</b>		<b>\$ 11,897.47</b>
<b>Subsequent Activity Through December 17, 2020</b>		<b>(7,281.91)</b>
Transfer Approved November 19, 2020	Transfer from TexPool Operating	12,950.00
Expenditures Approved November 19, 2020	#1215 - #1225	(9,634.86)
Expenditures Approved November 19, 2020	EFTPS - Payroll Tax - October	(212.72)
U S Treasury	EFTPS Payroll Tax - November 2020	(258.58)
A T & T	10000 Telephone - November 2020	(300.27)
Hays County Tax Assessor-Collector	10001 2019 Collection Fees	(181.80)
LCRA	10002 Water Purchases - November 2020	(6,633.03)
Texas Community Propane	10003 Utilities - October 2020	(158.50)
Abigail Massey	10004 Customer Refund	(69.52)
Charlene Baker	10005 Customer Refund	(159.28)
Dwayne Hildreth	10006 Customer Refund	(85.08)
Laura Walker	10007 Customer Refund	(76.24)
Legacy Realty, LLC	10008 Customer Refund	(356.18)
Lisa Staats	10009 Customer Refund	(173.59)
Ryan Somsy	10010 Customer Refund	(83.56)
Signpost Homes, LLC	10011 Customer Refund	(289.86)
Stephanie Pfersich	10012 Customer Refund	(117.35)
Timothy Garrison	10013 Customer Refund	(141.49)
Che Heinroth	10014 Pool Deposit Refund	(1,300.00)
Subtotal-BancorpSouth Manager's Account		<u>(7,281.91)</u>
<b>Transfer Requests to be Approved December 17, 2020</b>		<b>20,000.00</b>
Hays County WCID No. 2	Transfer from BancorpSouth Operating to Manager's	20,000.00
		20,000.00
<b>Projected Balance as of December 17, 2020</b>		<b>\$ 24,615.56</b>



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

## Cash/Investment Activity Report

### October 31, 2020 - December 17, 2020

	Maturity Date	Interest Rates	Balance 10/31/2020	Subsequent		Subtotal 12/17/2020	Transfers to be Approved 12/17/2020		Projected Balance 12/17/2020
				Receipts	Disbursements				
<b>General Fund -</b>									
BancorpSouth Checking Account (Operating)	n/a	0.0000%	436,803.51	381,302.36	(419,810.81)	398,295.06	(20,000.00)	(1)	378,295.06
BancorpSouth Checking Account (Manager's)	n/a	0.0000%	11,897.47	12,950.00	(20,231.91)	4,615.56	20,000.00	(1)	24,615.56
BancorpSouth Checking Account (Park Fees)	n/a	0.0000%	407,636.13	-	-	407,636.13	-		407,636.13
TexPool - Operating Account	n/a	0.0884%	4,376,174.41	6,094.92	-	4,382,269.33	(71,191.70)	(2)	4,311,077.63
<b>Total - General Fund</b>			<b>5,232,511.52</b>	<b>400,347.28</b>	<b>(440,042.72)</b>	<b>5,192,816.08</b>	<b>(71,191.70)</b>		<b>5,121,624.38</b>
<b>Debt Service Fund -</b>									
BancorpSouth Debt Service Account	n/a	0.4919%	19,338.34	-	-	19,338.34			19,338.34
TexPool - Debt Service Roads Bonds Account	n/a	0.0884%	2,502.05	-	-	2,502.05	-		2,502.05
TexPool - Debt Service Account	n/a	0.0884%	1,209,343.22	-	-	1,209,343.22	-		1,209,343.22
TexPool - Tax Account	n/a	0.0884%	26,272.76	8,076.33	(6,094.92)	28,254.17	(7,427.88)	(2)	20,826.29
<b>Total - Debt Service Fund</b>			<b>1,257,456.37</b>	<b>8,076.33</b>	<b>(6,094.92)</b>	<b>1,259,437.78</b>	<b>(7,427.88)</b>		<b>1,252,009.90</b>
<b>Capital Project Fund -</b>									
TexPool - SR2020 Capital Projects	n/a	0.0884%	5,818,553.73	-	(12,750.00)	5,805,803.73	-		5,805,803.73
<b>Total - Capital Project Fund</b>			<b>5,818,553.73</b>	<b>-</b>	<b>(12,750.00)</b>	<b>5,805,803.73</b>	<b>-</b>		<b>5,805,803.73</b>
<b>Total - All Funds</b>			<b>\$ 12,308,521.62</b>	<b>\$ 408,423.61</b>	<b>\$ (458,887.64)</b>	<b>\$ 12,258,057.59</b>	<b>\$ (78,619.58)</b>		<b>\$ 12,179,438.01</b>

**Transfer Letter Information:**

<sup>(1)</sup> Transfer funds from BancorpSouth Operating Account to BancorpSouth Manager's Account : \$20,000.00

<sup>(2)</sup> Transfer funds from TexPool Tax Account to TexPool Operating Account: \$7,427.88

<sup>(3)</sup> Transfer funds from TexPool Operating Account to Hays County WCID No. 1 TexPool Operating Account: \$78,619.58

**Hays County W.C.I.D. No. 2**  
**Accountant's Compilation Report**

**October 31, 2020**

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 one month ended October 31, 2020, 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.

December 14, 2020  
Round Rock, TX

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

## Governmental Funds Balance Sheet

### October 31, 2020

	Governmental Funds			Governmental Funds Total
	General Fund	Debt Service Fund	Capital Projects Fund	
<b>Assets</b>				
Cash and Cash Equivalents				
Cash	\$ 856,337.11	\$ 19,338.34	\$ -	\$ 875,675.45
Cash Equivalents	4,376,174.41	1,238,118.03	5,818,553.73	11,432,846.17
Receivables				
Service Accounts, net of allowance for doubtful accounts of \$ -	179,062.35	-	-	179,062.35
Accrued Service Revenue	156,259.13	-	-	156,259.13
A/R - Other	19,583.45	-	1,027.00	20,610.45
Property Taxes	779,442.31	3,049,541.70	-	3,828,984.01
Deposits Receivable	59,372.00	-	-	59,372.00
Interfund	6,560.11	-	-	6,560.11
Intergovernmental	1,868.47	-	-	1,868.47
Plan and Review Fees	26,873.70	-	-	26,873.70
Prepaid Maintenance CAP	4,592.25	-	-	4,592.25
<b>Total Assets</b>	<b>\$ 6,466,125.29</b>	<b>\$ 4,306,998.07</b>	<b>\$ 5,819,580.73</b>	<b>\$16,592,704.09</b>
<b>Liabilities</b>				
Accounts Payable	\$ 208,959.65	\$ -	\$ -	\$ 208,959.65
Accrued Expenses	30,834.71	-	12,750.00	43,584.71
Due to TCEQ	9,264.74	-	-	9,264.74
Payroll Taxes Payable	212.72	-	-	212.72
Customer Deposits	255,490.00	-	-	255,490.00
Unclaimed Property	486.07	-	-	486.07
Interfund Payable	-	6,560.11	-	6,560.11
Intergovernmental	78,619.58	-	-	78,619.58
<b>Total Liabilities</b>	<b>583,867.47</b>	<b>6,560.11</b>	<b>12,750.00</b>	<b>603,177.58</b>
<b>Deferred Inflows of Resources</b>				
Property Taxes	779,442.31	3,049,541.70	-	3,828,984.01
<b>Total Deferred Inflows of Resources</b>	<b>779,442.31</b>	<b>3,049,541.70</b>	<b>-</b>	<b>3,828,984.01</b>
<b>Fund Balance</b>				
Fund Balances:				
Restricted for -				
Debt Service	-	1,250,896.26	-	1,250,896.26
Capital Projects	-	-	5,806,830.73	5,806,830.73
Unassigned	5,102,815.51	-	-	5,102,815.51
<b>Total Fund Balances</b>	<b>5,102,815.51</b>	<b>1,250,896.26</b>	<b>5,806,830.73</b>	<b>12,160,542.50</b>
<b>Total Liabilities and Fund Balances</b>	<b>\$ 6,466,125.29</b>	<b>\$ 4,306,998.07</b>	<b>\$ 5,819,580.73</b>	<b>\$16,592,704.09</b>

See Accountants' Report.

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

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

### October 1, 2020 - October 31, 2020

	Governmental Funds			Governmental Funds Total
	General Fund	Debt Service Fund	Capital Projects Fund	
<b>Revenues:</b>				
Property taxes, including penalties	\$ 281.39	\$ 784.48	\$ -	\$ 1,065.87
Service revenues, including penalties	198,944.59	-	-	198,944.59
Tap connection fees	-	-	-	-
Inspection fees	5,750.00	-	-	5,750.00
Interest income	494.59	148.84	664.47	1,307.90
Park fees	3,000.00	-	-	3,000.00
Miscellaneous Income	2,046.39	-	-	2,046.39
<b>Total Revenues</b>	<b>210,516.96</b>	<b>933.32</b>	<b>664.47</b>	<b>212,114.75</b>
<b>Expenditures:</b>				
Current -				
District Facilities -				
Water Purchases	61,512.78	-	-	61,512.78
Operations - Base Fee	18,647.00	-	-	18,647.00
Maintenance - CAP	5,437.23	-	-	5,437.23
Meter Expense	1,238.14	-	-	1,238.14
Pond Maintenance	485.75	-	-	485.75
Landscape Maintenance	20,392.92	-	-	20,392.92
Landscape Maintenance - Mowing	150.00	-	-	150.00
Security Expense	2,128.75	-	-	2,128.75
Utilities	22,088.31	-	-	22,088.31
Telephone/Internet	300.66	-	-	300.66
Joint Facilities -				
Participation Expenses	55,836.20	-	-	55,836.20
Administrative Services -				
Director Fees, including payroll taxes	968.86	-	-	968.86
Miscellaneous Expense	40.50	-	-	40.50
Professional Fees -				
Legal Fees	16,260.46	-	-	16,260.46
Accounting Fees	3,500.00	-	-	3,500.00
Engineering Fees	7,183.15	-	-	7,183.15
Financial Advisor Fees	505.78	1,994.22	-	2,500.00
Debt Service				
Paying Agent Fees	-	300.00	-	300.00
<b>Total Expenditures</b>	<b>216,676.49</b>	<b>2,294.22</b>	<b>-</b>	<b>218,970.71</b>
<b>Excess/(Deficiency) of Revenues over Expenditures</b>	<b>(6,159.53)</b>	<b>(1,360.90)</b>	<b>664.47</b>	<b>(6,855.96)</b>
<b>Fund Balance, October 1, 2020</b>	<b>5,108,975.04</b>	<b>1,252,257.16</b>	<b>5,806,166.26</b>	<b>12,167,398.46</b>
<b>Fund Balance, October 31, 2020</b>	<b>\$ 5,102,815.51</b>	<b>\$ 1,250,896.26</b>	<b>\$ 5,806,830.73</b>	<b>\$ 12,160,542.50</b>

## ITEM NO. 8

**HAYS COUNTY WCID NOS. 1 AND 2 – WWTP AND 210 REUSE IRRIGATION  
ENGINEERING REPORT  
FOR THE DECEMBER 2020 BOARD MEETINGS**

**AGENDA ITEM**

- I. Potential action items for the meeting:
  - A. Hays 1 - Approval of Pay Application No. 3 (\$37,740.60) – Drum Screen Replacement and Site Plan Revisions (*Report Item II.B*)
- II. Drum Screen Replacement
  - A. Construction updates
    - 1. The concrete has been poured for the columns, and the forms have been pulled.
    - 2. They are starting work on the platform slab
  - B. Recommend approval of Pay Application No. 3 - \$37,740.60 which can be found on the google drive
  - C. Change Order
    - 1. We are waiting on pricing options for the bar screen removal as well as fencing prices.



## ITEM NO. 9

**HAYS COUNTY WCID NO. 2 - ENGINEERING REPORT  
FOR THE DECEMBER 17, 2020 BOARD MEETING**

**GENERAL DISTRICT ENGINEERING  
AGENDA ITEM**

- I. Potential action items for the meeting: None
- II. Brentwood Drainage
  - A. The project has been accepted, waiting on final pay application from the contractor.
- III. Fire Station
  - A. All public utilities have been installed; we are waiting on the results of the TV of the wastewater lines before creating punch list.
- IV. Naples Sidewalk Extension and Trail Project
  - A. The proposed trail alignment is scheduled to be walked on Dec. 15. Shortly after that the surveyor has been scheduled to survey the alignment.





## ITEM NO. 10



Hays County Water Control and Improvement District No.2  
General Manager Report for the month of  
November 2020  
**Board Meeting December 17th, 2020**

Reviewed By: Kristi Hester

Date: 12.14.20



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
Inframark	\$ 8,500.00		150,000 - Cap	Install Air Diffusers in EQ Tank for Blower Upgrade
Tobago Dr Pool	NA			Approval of grinder station for outdoor kitchen and bathroom

Date: 12.17.2020

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 November
- b) Clarifier and EQ Basin Rehab Underway 80% complete expect completion 12.22
- c) Blower Upgrade is underway - all in tank equipment is expected to be delivered 12.11  
Inframark will install air lines the week of the 12.14

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

- a) Nothing significant to report

#### 3) Distribution System – Billing

- a) 296 AMI meters installed 56 users on portal
- b) Installed 11 AMI meters in November
- c) After the first of the year we will be sending crews in from Houston to assist with the AMI installs

#### 4) Collection System

- a) Televising repairs found a couple of areas for preventive maintenance annual jetting would be required.  
No repairs needed at this time.

#### 5) Drainage/Ponds

- a) We are continuing our pond cleans though out the next 2 months

#### 6) Parks – Trails

- a) Committee will be doing a review of the proposed future trail and park spaces on 12.15 with survivor
- b) Looking for more areas that trash cans can be placed along the trails

#### 7) Construction

- a) Fire station line tie in is complete total \$29,433.54- pressure test and water quality samples are being scheduled
- b) 142 construction inspections completed in November
- c) Mesa Verde Drainage clean up is complete around the mail kiosk

#### 8) Customer Care

- a) Committee reviewed the Touchstone invoices and contract - we are scheduling a joint committee meeting to determine the path forward
- b) Invoices seem to be inaccurate on billing for additional services
- c) Timeline on website and Facebook set up was delayed
- d) Email distribution not available
- e) Monitoring questions
- f) Review security contract and additional time for Quarter 1 2021
- g) TDS - compost bids?
- h) Brush clearing along sidewalks -who is responsible?

#### 9) Infrastructure Committee

- a) Nothing to report

#### 10) Other

- a) Sidewalk survey underway - there are several areas that need to be repaired that were not noticed a few months ago.



## Billing Summary



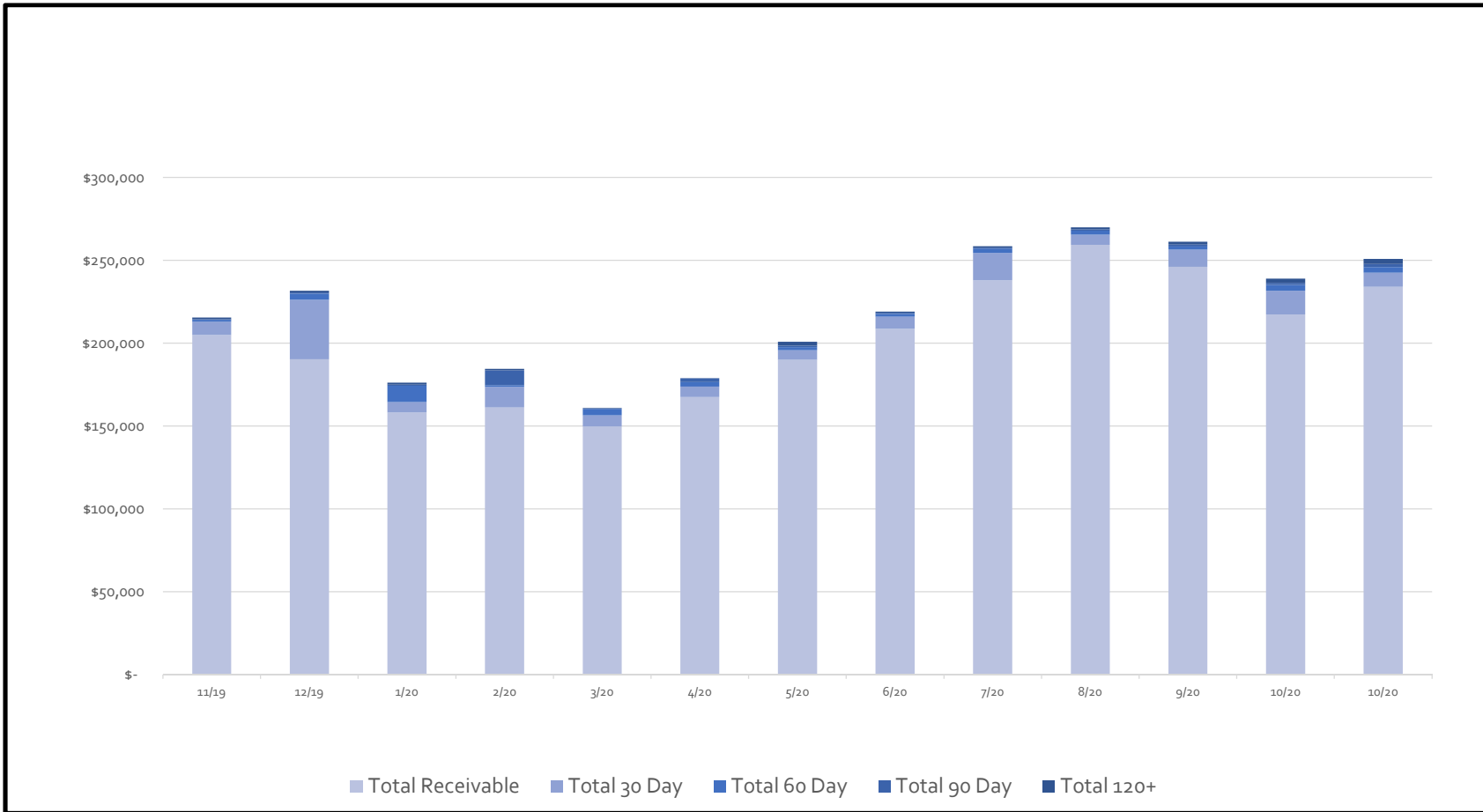
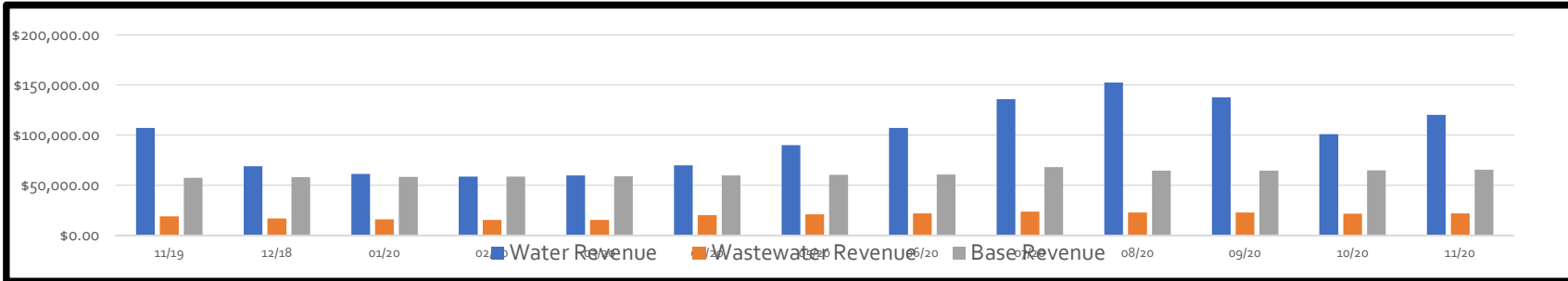
Description	Connections	
	Nov-19	Nov-20
Residential	1011	1,095
Commercial	1	2
Hydrant	-	2
Tracking	6	6
Reclaimed	-	-
<b>Total Number of Accounts Billed</b>	<b>1,018</b>	<b>1,105</b>
	Consumption	
Residential	12,413,000	15,504,600
Commercial	7,000	351,000
Hydrant	-	3,000
Tracking	239,000	198,000
Reclaimed	-	-
<b>Total Gallons Consumed</b>	<b>12,659,000</b>	<b>16,056,600</b>
	Average Consumption	
Residential	12,278	14,159
Commercial	7,000	175,500
Hydrant	-	-
Tracking	39,833	33,000
Reclaimed	-	-
<b>Avg Water Use for Accounts Billed</b>	<b>12,435</b>	<b>14,531</b>
Total Billed	\$ 201,393	\$ 222,113
Total Aged Receivables	\$ 3,511	\$ 11,929
Total Receivables	\$ 204,904	\$ 234,042

87

3,397,600

29,138

12 Billing Month History Revenue by Category



Date	Total Receivable	Total 30 Day	Total 60 Day	Total 90 Day	Total 120+
11/19	\$ 204,904	\$ 8,020	\$ 1,163	\$ 406	\$ 913
12/19	\$ 190,339	\$ 35,862	\$ 3,643	\$ 694	\$ 1,140
1/20	\$ 158,192	\$ 6,275	\$ 9,871	\$ 553	\$ 1,194
2/20	\$ 161,232	\$ 12,341	\$ 1,021	\$ 8,968	\$ 870
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
10/20	\$ 234,042	\$ 8,472	\$ 3,452	\$ 1,824	\$ 3,062

Board Consideration to Write Off	\$0.00
Board Consideration Collections	\$0.00
Delinquent Letter Mailed	42
Delinquent Tags Hung	N/A
Disconnects for Non Payment	N/A

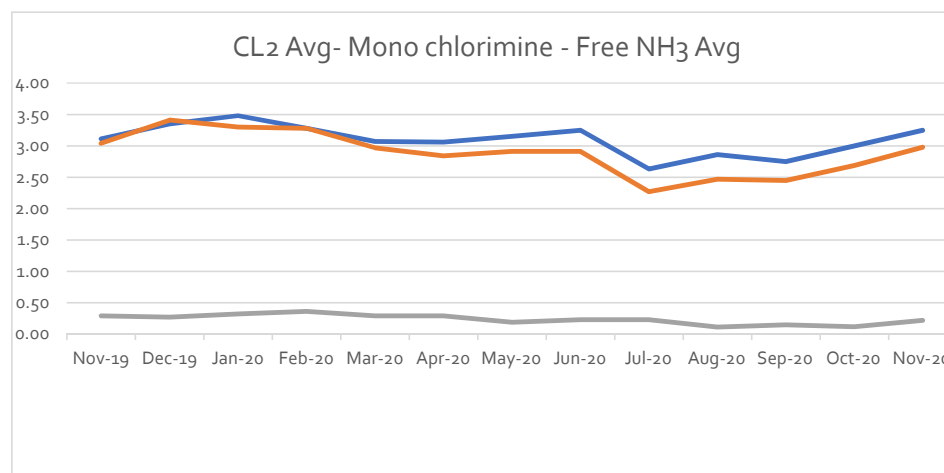
## Water Quality Report -Disinfection Monitoring

Current Annual Avg

3.1

State Requirements Must Be Above .50

Date	CL <sub>2</sub> Avg	Mono	NH <sub>3</sub>
Nov-19	3.11	3.04	0.29
Dec-19	3.35	3.41	0.27
Jan-20	3.48	3.30	0.32
Feb-20	3.28	3.28	0.36
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



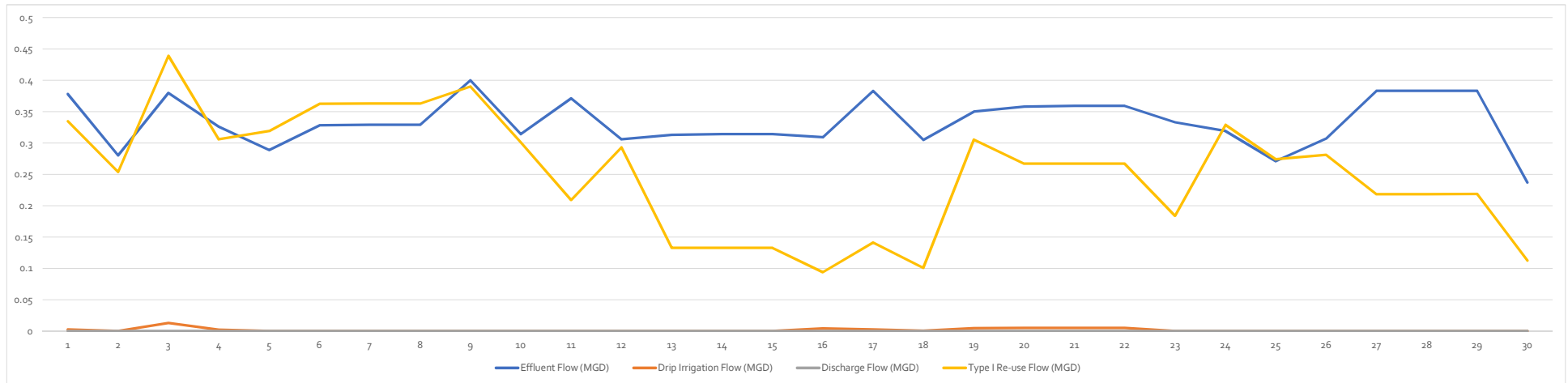
## Water Accountability Report





Month	Read Date	Number of Connections	Purchased (1000)	Sold (1000)	Flushing	Gal.s Loss (-)	Accounted For %	Annual Running Avg
November 18	11/7/2018	905	6,480	5,691	10	(779)	88%	93%
December 18	12/5/2018	919	6,285	5,510	5	(770)	88%	94%
January 19	1/7/2019	924	6,105	5,840	30	(235)	96%	95%
February 19	2/7/2019	932	5,661	5,053	12	(596)	89%	89%
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%

## Wastewater Flows for the Month of November



### Wastewater Treatment Permit Summary - Month of November

		DISCHARGE	RE-USE	DRIP FIELD	ACTUAL	COMPLIANT	PERCENT
Avg. Treated Flow	MGD	0.5			0.334	Yes	66.8%
Avg. Discharge Flow	MGD	0.35			0.000	Yes	0.0%
Avg. Drip Field Flow	MGD	0.15			0.001	Yes	0.7%
Avg. Re-Use Flow	MGD	0.35			0.254	N/A	72.6%
Avg. Other Flow					0.079	N/A	
Avg. cBOD	mg/L	5	5	20	1.0	Yes	
Avg. TSS	mg/L	5		20	1.0	Yes	
Avg. Ammonia Nitrogen NH <sub>3</sub>	mg/L	2			4.44	No	only applies if discharge
Avg. Total Nitrogen T-Nit	mg/L	6			11.90	No	only applies if discharge
E. coli Bacteria	CFU	126	20	126	1.0	Yes	
Avg. Turbidity	NTU		3		0.21	Yes	
MIN. PH	STD UNITS	6.0			7.19	Yes	
MAX. PH	STD UNITS	9.0			7.60	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						
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>107,632,000</b>	<b>321,181.82</b>	<b>157</b>	<b>64%</b>	<b>325,000</b>	<b>100,194,000</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>
Dec-18	912	913	1825	9,747,000	314,000	172	63%	3,670,000	3,797,000
Nov-18	911	905	1816	8,781,000	293,000	161	59%	2,254,000	5,501,000
Oct-18	906	899	1805	9,892,000	319,000	177	64%	225,000	7,596,000
Sep-18	905	892	1797	9,120,000	372,000	207	74%	24,000	8,032,000
Aug-18	904	887	1791	8,031,000	259,000	145	52%	9,000	7,442,000
Jul-18	900	879	1779	8,090,000	261,000	147	52%	4,000	7,546,000
Jun-18	898	869	1767	8,059,000	269,000	152	54%	29,000	8,928,000
May-18	898	862	1760	8,511,000	275,000	156	55%	1,710,000	6,429,000
Apr-18	887	842	1729	7,902,000	263,000	152	53%	1,136,000	4,447,000
Mar-18	885	832	1717	8,172,000	264,000	154	53%	3,975,000	3,437,000
Feb-18	884	826	1710	7,151,000	255,000	149	51%	2,027,000	4,439,000
Jan-18	870	821	1691	7,855,000	253,000	150	51%	2,597,000	3,936,000
<b>TOTALS</b>				<b>101,311,000</b>	<b>283,083</b>	<b>160</b>	<b>57%</b>	<b>17,660,000</b>	<b>71,530,000</b>