

CYPRESS RANCH WATER CONTROL AND IMPROVEMENT DISTRICT NO. 1
Minutes of May 17, 2018

A regular meeting of the Board of Directors of Cypress Ranch Water Control and Improvement District No. 1, open to the public, was held outside the boundaries of the District, at the offices of Texas Engineering Solutions, LLC, Barton Creek Plaza III, Suite 300, 3815 South Capital of Texas Highway, Austin, Texas 78704, at 12:00 noon on May 17, 2018.

The roll was called of the members of the Board of Directors, to-wit:

Gene Darling	Ronald den Hoed	Joe Peeler
Joanne Molinyawe	Tony Salinas	

All of said Directors were present thus constituting a quorum. Others in attendance included Jeff Monzingo, of Montoya & Monzingo, LLP; Hank Smith and Justin Lange, of Texas Engineering Solutions, LLC; Hal Lanham and Brett Lanham, of AWR Services, Inc.; Cody and Nicole Greaney, of Landscape and Business Services, LLC; Richard Hamala and Jonathan Cochran, of Tiemann, Shahady & Hamala, P.C.; Ronald Freeman, of the Law Offices of Ronald J. Freeman; Clayton Chandler, of McCall Parkhurst & Horton; and Garry Kimball, of Specialized Public Finance, Inc.

1. Consider and take action regarding the minutes of the previous Board meeting.

After review, Director den Hoed made a motion to approve the April 15, 2018 minutes, as amended; the motion was seconded by Director Peeler, and unanimously carried by the Board.

2. Receive public comments.

None.

3. Receive report from the District's financial advisor and take action to authorize the financial advisor to work on preparation of a bond application.

Mr. Kimball, of Specialized Public Finance, Inc., addressed the Board. Mr. Kimball presented a proforma showing a \$1,000,000.00 bond issue. After discussion by the Board, the Board directed Mr. Kimball to consider if it was possible to for the District to issue a greater amount of bonds. Director Molinyawe made a motion to authorize Mr. Kimball to work on preparation of a bond application; the motion was seconded by Director Peeler, and unanimously carried by the Board.

4. Consider and take action to hire McCall Parkhurst & Horton as bond counsel.

Mr. Chandler, of McCall Parkhurst & Horton, addressed the Board. McCall Parkhurst & Horton is a firm of 31 lawyers, skilled in public finance and municipal bond work. If hired by the District, the District would transfer the bond work to McCall Parkhurst & Horton from the current bond counsel, Freeman and Corbett. Director den Hoed made a motion to terminate Freeman & Corbett as bond counsel and hire McCall Parkhurst & Horton as bond counsel; the motion was seconded by Director Peeler, and unanimously carried by the Board.

5. Consider, discuss and take action as necessary to employ an engineering consultant and authorize preparation of a bond application.

Mr. Hamala addressed the Board. Jones-Heroy & Associates is an engineering firm that works with many Districts in Central Texas on bond applications. Mr. Hamala recommended employing Jones-Heroy to prepare the next bond application. Director Peeler made a motion to employ Jones-Heroy & Associates, Inc. to prepare a bond application; the motion was seconded by Director den Hoed, and unanimously carried by the Board.

6. Consider, discuss and take action regarding rules for use of District greenbelts and trails.

The Rules are based on the WCH HOA rules for trails and greenbelt, with some modifications made by the District's legal counsel. After review and discussion of the Rules, Director Peeler made a motion to approve the rules for access on trails and greenbelts; the motion was seconded by Director Molinyawe, and unanimously carried by the Board.

7. Consider a request to purchase a portion of District property adjacent to Wild Foxglove.

The Board discussed and considered the request from the property owner. No action was taken at this time by the Board on this agenda item.

8. Consider, discuss and take action to approve the revegetation and request for release of the deposit for a swimming pool installation.

The homeowner's pool is complete and they have installed sod in the disturbed area owned by the District. The District Engineers recommend acceptance of the revegetation and release of the deposit held by the District upon removal of the silt fence. Director den Hoed made a motion to approve the revegetation and release the deposit upon removal of the silt fence; the motion was seconded by Director Molinyawe, and unanimously carried by the Board.

9. Consider, discuss and take action to remove a large dead tree on the greenbelt adjacent to 6012 Sabino.

The District received complaints from residents at 6012 Sabino regarding a dead tree behind their lot; branches of the dead tree have fallen into their backyard. The Board concurred that this tree needs to be removed. The District received two bids to remove the tree: Holman for \$950; LBS for \$740. Director den Hoed made a motion to approve the removal of the tree by LBS for \$740; the motion was seconded by Director Peeler, and unanimously carried by the Board. The Board further discussed the possible removal of other dead or potentially dangerous trees in the District and concurred that LBS should survey the area. Director den Hoed made a motion to have LBS survey the District for dead and dangerous trees and provide the District with an estimate for removal; the motion was seconded by Director Peeler, and unanimously carried by the Board.

10. Consider, discuss and take action regarding a request for additional water and wastewater service to Lot 1, Block A of Cypress Ranch Commercial.

Mr. Hamala addressed the Board. The District has not received new information from the owners of Angel's Icehouse regarding adding services. If they wish to proceed with their request, Mr. Hamala elaborated, the best way is to negotiate a contract. No action was taken by the Board at this time.

11. Receive report, consider and take action regarding the District's landscaping contract.

No action was taken to modify the District's contract with LBS. The Board held discussions regarding mowing; please see agenda item 12, below.

12. Consider, discuss, and take action regarding a mowing calendar and mowing map limits.

The Board first addressed an area within the District that needs to be mowed: the main retention pond by the sewer plant's northeast embankment. Mr. Greaney made a note to have this area attended to. Mr. Lange said that the WCH HOA just changed contractors. Mr. (Brett) Lanham added that he and Mr. Bamer will get LBS connected with the HOA contractor to determine the mowing boundaries for each entity and establish a channel of communication moving forward.

13. General Manager's report;

14. Consider and take action regarding facility operation and maintenance, utility service, billing, and collections.

Mr. (Brett) Lanham addressed the Board. In regard to District Wells, new titanium transducers (for measuring water level) have been ordered and will be installed when received. Acidification and cleaning of District Well No. 5 will commence after Memorial Day. The air relief valves on District Wells 1 & 4 have been replaced. The old hydrotank has been inspected per TCEQ requirements. In regard to the reprogramming of the 210 control system and cistern totalizer, the District engineers are working with control technicians to obtain an estimate to add a new programmable logic controller and non-proprietary software plus add totalizers at the Verbena and the amenity center cisterns. Response by the current vendor has been poor. Industrial Instance has provided an estimate for a new Allen-Bradley MicroLogix 1400 control system, utilizing non-proprietary software, for \$16,191. Director Peeler made a motion to approve the installation of a new control panel by Industrial Instance for \$16,191, subject to a second opinion on cost; the motion was seconded by Director den Hoed, and unanimously carried by the Board. Mr. (Hal) Lanham next addressed the purchase of a District vehicle to be utilized by AWR for District operations. The Board expressed a desire to keep the purchase of the vehicle under \$4,000. In regard to drip field repairs, AWR noted all locations as directed by TCEQ and made additional repairs to fields 5,6,7 and 9. Lift Station Repairs: Lift Station No. 2: There are currently two pumps operating. A third pump was authorized by the Board. District Engineers are researching a longer lasting non-grinder pump. Lift Station No. 1: The District now has three pumps operating.

15. Engineer's Report.

Mr. Lange addressed the Board. With regard to District Well No. 5, the contractor will park a large tank on Cypress Ranch during the maintenance, which is scheduled to begin the Tuesday after Memorial Day. With regard to the WCH 1-6 Utility Lot, there are areas within this lot that will need to be added to the

landscaper's maintenance contract. These additional areas include ROW areas and WQ BMP areas. We are preparing an agreement between the District, Developer and Homebuilders that includes a scope of work that must be agreed to prior to conveyance of the land from the Developer to the District. Prior to conveyance, the Developer and/or Homebuilders shall remove all silt fence, mulch logs, temporary rock berms, and structures; shall clean up and revegetate the construction area; shall remove the concrete washout area; and shall bring the water quality pond to original condition upon completion of homes within the drainage basin that flows to that pond.

16. Consider, discuss and take action to approve a contract for maintenance of casing pipe and replacement of the pump and drop pipe at District Well No. 1.

Mr. Lange addressed the Board. With regard to District Well No. 1: the well pump has recently encountered issues; CenTex pulled the pump and determined it needs to be replaced (the original pump was installed in 2004). Additionally, several joints of the drop pipe need to be replaced; the engineers are recommending that the entire drop pipe be replaced with PVC to mitigate corrosion issues in the future. The engineers further recommend brushing and air-jetting the casing pipe before installation of the new pump. Director Peeler made a motion to approve a contract for maintenance of casing pipe and replacement of the pump and drop pipe at District Well No. 1. by Centex for \$10,609.90; the motion was seconded by Director den Hoed, and unanimously carried by the Board.

17. Consider, discuss and take action regarding the LCRA Best Management Practices Permit.

Director Peeler made a motion to accept the LCRA Best Management Practices Permit; the motion was seconded by Director Molinyawe, and unanimously carried by the Board.

18. Receive update regarding the removal of silt fencing and brush clean-up from District property.

Mr. Lange addressed the Board. He stated that the silt fence and brush removal is complete. The contractor identified approximately 1,627 additional linear feet down by the creek behind Texas Bluebell, which was not included on the original silt fence map. Holman has proposed to remove the additional silt fence for \$3,900.00. Mr. Smith added that they would take a look at it and come back with a recommendation.

19. Consider and take action as necessary to accept facilities for operation and maintenance, and to authorize permit applications, and trail, drainage, and facility maintenance and construction projects as recommended by the District Engineer.

Regarding the Coral Bean Lift Station access road, the District has received two cost estimates for repair. The first option entails bringing in additional material that is the same as what is currently installed. This method will likely need to be done every three to five years for certain areas. Holman will do the repairs for \$2,500. Petraviam, a company that specializes in natural surface facility roads, also provided an estimate. This alternative, though more expensive, would greatly reduce required maintenance over time. This installation would have the properties of a paved surface and still look like a ranch road and is less expensive than traditional paving. The estimate from Petraviam is \$12,489 and includes the entire access road from Coral Bean to the Lift Station. The District could request a separate price for just the sloped area. Mr. Lange estimates that it would cost about half to do only the problem areas. After discussion the Board decided on the former option. Director Peeler made a motion to approve Holman making the repairs

to the Coral Bean Lift Station access road for \$2,500; the motion was seconded by Director Salinas, and unanimously carried by the Board.

20. Consider and take action to ratify and/or approve pay estimates and change orders for construction projects as recommended by the District's Engineer.

The District has two Payment Applications to approve:

A. Pressure Tank Project: retainage \$19,482.46 (paid by the Developer)

B. Test Well Plugging in WCH 1-6 Utility Lot: 2 test wells; invoice 17569; \$10,000 (paid by the Developer)

Director Peeler made a motion to approve the two Payment Applications in the amounts of \$19,482.46 and \$10,000; the motion was seconded by Director den Hoed, and unanimously carried by the Board.

21. Consider the list of "Action Items" from the April 2018 Board meeting.

Action items were assigned to the District's consultants and contractors stemming from the April Board meeting. All action items have been completed, except #3: a resident suggestion to remove brush and dead trees in the greenbelt behind the house at the corner of Texas Bluebell and Cypress Ranch Blvd.

22. Receive a report from the District's Accountant and consider and act on approval of bills and invoices, ratification of payments, and funding of Manager's account.

Mr. Monzingo addressed the Board. Director Molinyawe made a motion to approve the bills and invoices, ratification of payments, and funding of Manager's account.

23. Adjournment.

APPROVED June 21, 2018.



Joanne Molinyawe, Secretary