

CYPRESS RANCH WATER CONTROL AND IMPROVEMENT DISTRICT NO. 1
Minutes of February 18, 2021

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 Tiemann, Shahady & Hamala, PC, 102 N. Railroad Ave., Pflugerville, Texas 78660, at 1:00 p.m. on February 18, 2021, via video conference call and telephone conference call. The roll was called of the members of the Board of Directors, to-wit:

Ronald den Hoed
Rick Shute
Joanne Molinyawe
Tony Salinas
Richard Kenyon

All of said Directors were present thus constituting a quorum. Others in attendance included Jeff Monzingo, of Montoya & Monzingo, LLP; Hank Smith and Xavier Garza, of Atwell, LLC; Hal Lanham and Tammy Hargett of AWR Services, Inc.; Richard Hamala and Jonathan Cochran, of Tiemann, Shahady & Hamala, P.C; and Todd Narter, of LBS. Members of the public included Brad Sullivan and Brett Lanham.

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

No action.

2. Receive public comments; receive Director comments for future agenda items.

No action.

3. Receive report and take action as necessary regarding District mowing, greenbelt and landscape maintenance.

No action.

4. General Manager's report.

Mr. Lanham addressed the Board. As of 9:00 a.m. this morning, the front tank level was at approximately 4.75 feet; the back tank level was at about four feet. When the back tank reaches about four feet it pumps water to the front tank. The water well status is that we have five wells out of service; three of those are due to freezing of piping; two of them are control issues that may be able to be resolved. An electrician should be on site at this moment. The electrician will also be looking at the back wells to see if we can bring those online. We should know by the end of the day whether or not the electrician can bring the back wells online and take care of the electrical issue on the other two wells.

We had a very large leak at the Colina Business Park, which has been addressed. The leak was on the customer side of the meter, which means the owners will need to repair the leak, not the District. The WWTP is operating normally.

Ms. Hargett addressed the Board. In regard to a bottled water option, Ms. Hargett contacted a number of bottled water delivery services. The issue is that if we place an order by noon tomorrow, the earliest we could have the water delivered is Monday. Based on the number of cases we calculated we would need, it would be right around \$18,000.00 for a three-day supply, assuming one case per day per household. Hopefully we'll have our wells back up and running before Monday.

Mr. Lanham said that hauling water in may also work. Director Kenyon asked if we could haul in water to fill the cisterns. Mr. Lanham said the quantity of water that is needed to do that is too large; the District's system is empty and the tanks are too low. We couldn't haul in that significant of an amount of water to really make a difference. Director Molinyawe said we need to look at whatever options we can so that we can get water in here tomorrow; we have to do something now. Mr. Lanham asked Mr. Smith how many gallons it will take to fill the system and fill the tanks. Mr. Smith said currently there is water in the system in places and not others; there is no way of knowing for sure. However, we do know that there is a significant amount of water needed to just fill the system.

Mr. Smith then referred to maps and schematics of the water system and water lines in the District, which we will have to fill up when it's feasible. That is tens of thousands of gallons alone. Once they are full, we can start pumping. All the parts of the system are controlled individually, so that we can valve-off certain sections and fill the main in the Boulevard and look for leaks in the main. Then we can open certain other valves and fill a different section and check for leaks there. Mr. Smith then discussed closing and opening valves and filling specific sections with water, one at a time, to test the section for leaks. What we don't want to do is get the tanks filled up, open all the valves, and lose all the water all over again. It makes more sense to section everything off and open the system in sections. The Board concurred.

Director Kenyon inquired about opening and closing the valves. Mr. Lanham said that to open and close the valves requires a special extendable valve wrench; the valves are down in the ground about five feet, so a resident couldn't do it without the tool. Mr. Lanham hopes to be able to open and close off valves on Saturday. The first step, Mr. Lanham said, is to get the tanks full enough to put water into the system. Right now, we're filling very slowly; we need to get more wells online. To get the wells online, the weather is a deciding factor. We have to have road access to repair the tanks to get the proper tank level. We should know soon whether or not the electrician can bring Wells 14 and 15 into service. These are very good producers. The SCADA and control systems are not working on these two wells; it's not a matter of leaks or damage for these. These two wells will not operate on manual. The electrician is out there right now trying to repair, so that they will run on automatic or manual. In regard to the back wells.

The discussion then shifted to a way to bring in water, as it's clear the District will not be producing its own water in the next day or two. Ms. Hargett tried the Amazon facility, but the only thing they are allowing is very small amounts per person. Pallets of water are not an option from Amazon. Director Shute suggested trying the Coca-Cola distribution center on Burnett, and restaurant supply places that may have bulk water. Director den Hoed asked about trucking water in, like we used to do

in the summer when we ran low. Mr. Smith said that the places from which we would truck in water, the City of Austin and WCID 17 in Serene Hills are also out of water. Everywhere we used to buy water and truck it in are out of water.

Mr. Lanham said H2O-Eco owes us some water. Director Kenyon suggested getting a hose spicket in place at the one of the wells and have residents show up with five-gallon drums, or another type of container to get water, and repeat each day until we have water. Mr. Lanham said the most desirable option would be to hire a commercial tanker to come and park at the amenity center and residents come and get water. The question then becomes, is there a place that the commercial tanker can get water. If we called H2O-Eco and they agreed, we would have to pay a premium for it, especially if we expect to let the truck sit there all day while residents take a few gallons at a time. We would have to pay them a premium.

Director Kenyon asked if there was a hose spicket on one of the wells we could get people water right now. Mr. Smith added that this idea would work at the water tank itself. Mr. Lanham was asked if this was a feasible option. He said he would have to ask Mr. Bamer. Director Kenyon said if we know where we can plug into, we can start assigning shifts and start getting people water today. Director Salinas agreed. In regard to hose bibs, Mr. Lanham said we can use from one of the storage tanks at the water treatment plant. It's used to take water samples from that tank. We can connect a hose to the bib and allow residents to come by with their personal containers and take water. All the Directors concurred that this was a good plan of action.

Director Salinas said we need to coordinate with LTISD as well: if we don't have water in the District the school district needs to be made aware of that. Director Salinas will reach out to the LTISD Superintendent via email. Mr. Hamala added that he will send an email to the LTISD attorneys, facilities personnel, and engineers, to let them know the District doesn't have water and probably won't until some time next week.

Director Salinas asked Mr. Monzingo, if an entity wanted to make a charitable contribution to our cause, who should they make the check out to. Director Salinas said his employer might take an action to assist the District. Mr. Monzingo said the check can be made out to the District. As a governmental entity, Mr. Monzingo would have to get with Mr. Hamala to see if it's a deductible contribution since we are not a non-profit organization.

Mr. Lanham said let's talk about how we might provide some immediate water to residents using water at the water plant. AWR will send out the IRIS and we might need to prepare the driveway if it's icy. Director Kenyon said he couldn't find any water tanks online, there is nothing at Home Depot or Lowes in stock. Director Salinas suggested sending out a map so residents know where to go, discuss hours of service, and ask for volunteers. Director Molinyawe suggested those than are unable to make the journey can leave their water containers outside and post on Facebook that they are out there. Mr. Lanham said the water plant is better than the amenity center because we have that big tank, but we'll have to watch the level in the tank as we go. This is going to take away from our ability to fill the tank.

Mr. Lanham suggested organizing the operation tonight and put it into effect tomorrow, when we know who is taking which shift, how many volunteers we have, etc. Director Molinyawe said today

might be better because once the ball is rolling, it's going to roll. Mr. Hamala asked if the gate is locked on the water plant; it's a combination lock. Director Salinas suggested giving him the combination to open and close the gate. Mr. Lanham said that in regard to security at the water plant, TCEQ requires that the Operator maintain security; some key people can have the code, but not the residents in general. Mr. Lanham said this water will still have to be boiled. We should also take steps to limit how much a resident gets each day. Water in the tank is going to be above three feet according to Mr. Bamer. If we drain the tank down to about three feet we'll have to stop.

Mr. Smith said that a foot of water in the tank is about 3,000 gallons. Director Shute said the Tank Depot on Ranch Road 12 has lots of tanks, but they are not open until Monday. Director Salinas will form the Facebook request to form the team. Mr. Lanham said his reservation about starting the water project today is the safety of the driveway at the water plant. Director Salinas said once we get the team going, we can determine what the safety of the driveway is. Mr. Lanham suggested having residents park on the street and walk up. The Horsemint Trail part is asphalt before it turns into gravel. Mr. Smith said that once we get the tanks full, Atwell will work with AWR to start getting water to certain sections one at a time, like we planned. We have to get those tanks full first. Then it will only be a matter of hours to get the water from the tanks into the system in sections.

Director Molinyawe then discussed a failed grinder pump. The Board had previously approved converting to 240-volt grinder pumps when the grinder pumps in place go out. Mr. Lanham said the grinder pumps we purchase is a local supplier and AWR buys a lot of them. We can call them and get a replacement pump out there. Director Kenyon asked how many grinder pumps out there are the old version. Mr. Lanham said approximately ten. Grinder pumps are necessary for the homes located lower than the sewer line. Director Molinyawe said the other old grinder pumps are probably still working, or we would have heard about it, but it's probably a good idea to order a few now. Mr. Lanham said he will contact the grinder pump company today to see if they are open. All AWR employees are on notice that they will have to work over the weekend. We think when things thaw there will be a number of homes with leaks in their pipes and we anticipate a lot of calls. Mr. Lanham said if we can get that grinder pump it won't take long at all to replace it.

In regard to water hauling, Mr. Lanham asked the Board if it would be wise to order at least one truckload of bottled water with 24 bottles to a case. There are about 78 cases to a pallet. It would be about \$6,000.00 for a one-day supply for the District. It can be delivered Monday if we order it now. The Board concurred that one case per household will not be wasteful, even if we get the wells back online and water in the system. It will be delivered to the amenity center. Director Molinyawe suggested having volunteers drop them off house to house. Director Shute made a motion to approve a one-time water hauling for \$6,000.00 worth of bottled water; the motion was seconded by Director den Hoed, and unanimously carried by the Board.

5. Receive update regarding the purchase and installation of electronic meters.

No action.

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

No action.

7. Engineer's report.

No action.

8. Consider and discuss water rates and tiered charges.

No action.

9. Receive update regarding status of new District wells.

No action.

10. Consider and take action regarding improvements for wastewater facilities.

No action.

11. Consider and take action as necessary to ratify and/or approve pay estimates and change orders for construction projects and to authorize permit applications, and trail, drainage, and facility maintenance and construction projects as recommended by the District's Engineer.

No action.

12. 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 and discussed the bills and invoices. The LCRA water reservation fee is also due, which is \$31,610.00. We also have an invoice for \$3,500.00 to finish up the audit invoice. AWR has not gotten invoices out yet. The Board can authorize one Board member to approve the AWR invoice once it comes in, between meetings. Director Molinyawe made a motion to approve bills and invoices, ratification of payments, funding of Manager's account, and to have one Board member approve the AWR invoice between meetings; the motion was seconded by Director Shute, and unanimously carried by the Board.

13. Consider and take action regarding future meeting dates, and such other matters as may come before the Board.

Director Shute suggested having a special meeting in about two weeks to assess where the District is at after the winter storm. The Board concurred. Director Kenyon requested morning and afternoon updates until we have water; Director Salinas agreed. The Board will receive updates from AWR at least twice a day and an IRIS will go out at least once a day to all residents, until water resumes.

14. Adjournment.

Director Molinyawe made a motion to adjourn and form a team to provide immediate water to the community through the storage tanks located in the community; the motion was seconded by Director den Hoed, and unanimously carried by the Board.

APPROVED March 3, 2021



Joanne Molinyawe, Secretary