

**HUNTERS CROSSING LOCAL GOVERNMENT CORPORATION
MINUTES
April 26, 2017, 6:00 PM**

The Hunters Crossing Local Government Corporation Board met on April 26, 2017, at Bastrop City Hall located at 1311 Chestnut Street, Bastrop, Texas. Board members in attendance were Lynda Humble, Bill Peterson, Carolyn Smith, Brandon Johnson, and James Kershaw. Also in attendance were Trey Job, Tracy Waldron, Wesley Brandon, Brad Stein, Paula Lowe, and Heather Ambrose. Brian Rider was absent.

Members of the public in attendance were Bastrop County Commissioner Precinct 1 Mel Hamner, Lyle Nelson, Connie Schroeder, Nancy Wood, Richard Gartman, and Jenifer Hammock.

- 1. Call Meeting to Order.**
Board Vice-President Carolyn Smith called the meeting to order at 6:00 PM with a quorum being present.
- 2. Public Comments.**
There were no public comments.
- 3. Consider action on the nomination and election of President for the Hunters Crossing Local Government Corporation Public Improvement District Board.**
James Kershaw nominated Lynda Humble as President of the Hunters Crossing Local Government Corporation Public Improvement District Board. Seconded by Brandon Johnson. Lynda Humble was elected President by acclamation of a unanimous vote.
- 4. Approval of meeting minutes of January 25, 2017.**
Brandon Johnson made the motion to approve the minutes as presented. Seconded by Carolyn Smith and carried unanimously.
- 5. Consider action on the annual financial report and Required Communication with Governance Letter for the year ended September 30, 2016, for Hunters Crossing Local Government Corporation.**
Paula Lowe, auditor from Patillo, Brown, and Hill, discussed the auditor's report and provided an overview of the various details. James Kershaw made the motion to accept the annual financial report and Required Communication with Governance Letter for the year ended September 30, 2016, for Hunters Crossing Local Government Corporation. Seconded by Bill Peterson and carried unanimously.
- 6. Presentation of the unaudited Quarterly Financial Summary reports for the period ending March 31, 2017.**
Chief Financial Officer Tracy Waldron presented the Quarterly Financial Summary Report for the period ending March 31, 2017. Ms. Waldron explained that the main portion of the revenue is received in December and January. Only one commercial property had not paid as of the report date and that has now been deposited.

Ms. Waldron explained that the \$80,000 reflected in the report is the budgeted expense for work related to the drainage issues to be discussed this evening.
- 7. Informational update to Board, by President, on matters related to the Hunters Crossing Local Government Corporation and/or Public Improvement District.**
Ms. Humble inquired of the Board what they would like to see included under this agenda item in the future. Board member Carolyn Smith suggested an operational report from the Public Works Department. She feels this would help the Hunters Crossing property owners to understand what work will, or will not, be undertaken by the City. Ms. Humble acknowledged that would be possible.

Ms. Humble also advised that a public information document could be created internally that answers "Frequently Asked Questions" related to the Hunters Crossing PID and other responsible parties. This might also include maps and documents differentiating the areas that are owner and PID responsibility, to clarify the matter for homeowners. Ms. Humble indicated that could be something added to the City website in the future. Carolyn Smith said that the subdivision has a Facebook page and Next Door account. Ms. Humble explained that those tools are useful but mainly for conversations and scrolling topics. A page on the City's website would be a static place to look for information. Carolyn Smith requested there also be a link to the Board's agenda from that page.

Ms. Humble emphasized that many questions arise after a home purchase has been completed. Important closing documents and other requirements can be overlooked at that time. She feels that providing better communication after the fact may answer some of those questions to be proactive and avoid confusion.

8. Consider action related to the conveyance from Forestar to the Hunters Crossing Local Government Corporation of the drainage, trails, and other common areas.

Ms. Humble explained that the City faces a challenge of limited staffing for the number of projects and tasks scheduled throughout the city. She stressed that she wants any action taken related to the conveyance to be done properly at the appropriate time. For this reason, until the drainage concerns are completely addressed, she cannot recommend taking action on this item. One of the tasks to be undertaken is a thorough inspection prior to acceptance to be completed by a joint neighborhood/City committee that will walk the areas, discussing and documenting with photographs. Some of the areas to be discussed will be drainage areas, sidewalks, and trails.

Ms. Humble indicated that this matter will be readdressed in the fall to assure this is handled most efficiently. Between now and then, the City will come up with a plan and timeline for this to occur and the Board/HOA should think of property owners that might be willing to volunteer to participate in the inspection/conveyance process. Mr. Job advised this would be a comprehensive inspection of all areas not yet conveyed, not just the drainage areas that are a current concern.

Carolyn Smith also mentioned her concern about the paving of Bear Hunter. City Engineer Wesley Brandon advised the City still holds a performance bond for work to be completed.

No action was taken.

9. Consider action to approve a construction contract for the Hunters Crossing Drainage Improvements Project to TCB Construction in the amount of \$85,990.00.

Mr. Brandon reminded those present that at the last meeting a report prepared by LGA Engineering was presented detailing several drainage areas that needed work, from minimal maintenance to structural improvements, to improve the flow of water through the Hunters Crossing subdivision. Some of the recommended actions have already been completed. A project was put out for bid to complete some of the remaining work. On April 4, 2017, four bids were received. Staff recommend award of the contract to low bidder, TCB Construction, in the amount of \$85,900.

Mr. Brandon advised that the City staff have been in communication with Commissioner Mel Hamner related to collaboration between the two entities for work south of Hunters Crossing. The issue is the area where the runoff will flow to the south, reaching a culvert that may be inadequate to handle that quantity of water. Mr. Brandon explained that the current thought is to upgrade that culvert for water to drain towards the Colorado River and improve the flow. A larger box culvert would be installed to handle the additional water. Ms. Humble advised the timeframe planned would have calculations ready by the middle of May, followed by materials being ordered by Commissioner Hamner, and final completion by approximately the end of August, 2017.

Commissioner Hamner added that these changes are hoped to assist in preventing future flooding in the area of Highway 304 by properly channeling the flow of water. Mr. Hamner said he has spoken with several of the residents of the area and the County's engineering department to help ensure the plan is sufficient.

Carolyn Smith said that the future apartments to be built are a concern for a lot of residents related to potential drainage issues. Ms. Smith inquired whether the area retention ponds will be enlarged in the future. Mr. Brandon said that they will be expanded in the common areas west of the apartments. Ms. Smith further inquired whether the ponds would be deepened. Mr. Brandon said that based on studies that have been done, making the ponds deeper would not lead to a greater benefit. He further clarified that deepening the ponds doesn't help the water run off any better, the area just becomes deeper. Commissioner Hamner said that improvements in the ability to adequately and efficiently handle runoff is a better solution.

Ms. Humble asked Mr. Brandon to go over all the areas related to the drainage work to be undertaken so that those present would know what is planned as part of the proposed contract. Mr. Brandon showed an overall location map and provided copies to those requesting them. He also held up a larger version of the map for everyone present to see. Ms. Humble invited the public in attendance to join around the table to participate in the discussion.

Mr. Brandon first discussed SB2, which is located on the far western side of the Hunters Crossing subdivision. This area will be improved by adding additional height to a berm, cleaning out the existing inlet, and placing protection around the area to avoid materials clogging the inlet. Materials traveling from offsite have clogged the lower-lying inlet in the past, spilled over the berm, and run into the roadway resulting in flooding.

Mr. Brandon clarified that what should happen by design is that the water is held and forced to flow through the inlet and ultimately route into the underground storm sewer system via a channel running around the southern boundary. By adding height to the berm, it would hold back and reroute more water before it could spill over into the area lots.

The next piece of the project, Mr. Brandon explained, is regrading Channel C to ensure it is flowing at its original design capacity and bringing flow line elevations back to where they need to be to carry the amount of water designed to be carried. There is a lot of grading and placement of rock riprap to be done around pipes and drainage features so that debris doesn't build up.

A question was presented asking how often maintenance is done in the drainage areas. Mr. Brandon said that there is a mowing schedule established. Mr. Job advised that the drainage areas are mowed 12 times per year but accessing the areas has sometimes been difficult the past year due to the extreme rainfall. Mr. Brandon said that by bringing the drainage components back to the design conditions, maintenance will also be easier to complete.

Mr. Brandon showed an enlarged map of what he considers one of the most important parts of the project. He explained that when water is unable to get into the channel and flow away, it runs down Outfitter Drive. It continues down to a "knuckle" cul-de-sac at one of the low areas of the subdivision. Mr. Brandon advised that it's been found that as the water deepens in the area, it has no way out and would enter homes in the area. The plan is to remove the sidewalk running between two lots and reconstruct it so that it slopes back towards the detention pond. This provides another spillway and additional route for the water to take to enter the pond without getting deep in the cul-de-sac.

Ms. Smith inquired whether the sidewalk would be replaced. Mr. Brandon said that there would still be a sidewalk and it would look similar to the way it looks today. However, it would be graded to drain the opposite direction. Ms. Humble explained that this would essentially function as a sidewalk with a flume shape by allowing water to overtop and flow toward the detention pond avoiding the homes.

Ms. Smith expressed her concern that some property owners are also getting water from the back, from the pond area as well. Mr. Job said that he feels when the Shiloh area culverts are improved, the water will drain faster. Commissioner Hamner expressed that he doesn't feel Shiloh is the problem. He sees the pond full of water and feels it isn't draining. Mr. Job explained that the pond is not designed to drain, as it is intended as a recreational area for fishing and other amenities. Mr. Brandon said that the pond is at design capacity. Mr. Job did agree that it is holding more water than it has in the past but that with the grading and outfall work, it should improve. Connie Schroeder clarified that some of the capacity has been lost. Mr. Job agreed that the smaller drainage area has been holding water since the other two sections were built.

Mr. Brandon began his review of the outfall issues. Mr. Brandon advised that there is one main outfall and another structure that controls the water upstream of Hunters Crossing Boulevard: a two-stage system. Each system routes water into the central pond, which is restricted by an outlet structure at Hunters Crossing Boulevard, and then that water flows in and meets up with other offsite drainage to flow through and south of Hunters Crossing. The main outfall will be maintained and verified to be at the design elevation, which is what controls the overall capacity of the pond. Everything below that simply holds water; it's not part of the flow carrying capacity of the system. By making sure the elevation of the outfall is built at design condition, regardless of how deep the water appears, it will still function with the appropriate capacity as intended.

A question was posed about the flow to Shiloh Creek and how the outfall corrections will be an impact. Mr. Brandon said the water currently flows through a low area which is identified as a FEMA flood zone due to natural drainage routes. A discussion was held related to a study concerning flooding that was completed around 2009. Mr. Brandon said a later study was done that gave recommendations as to how the outlet structure should be modified to function differently and the way it was intended.

Mr. Brandon discussed the final outfall. Ms. Hammock expressed her concerns about the flooding at her home and advised where she is located relative to the outfall. Brandon Johnson inquired whether it was possible to redirect the water down Highway 304 and Mr. Job explained that would be an uphill flow and difficult to drain that way. Mr. Brandon also added that while it physically could be done, the system would not be able to handle the flow of water. Mr. and Mrs. Hammock indicated there was a foot of water in their yard during the last flood. Connie Schroeder said that she spoke with nearby property owner Reid Sharp and he said there are four culverts under his driveway to the south of Hunters Crossing. During the last flood, the culverts were dry. The low point has apparently shifted, in Ms. Schroeder's opinion, and Mr. Sharp has expressed willingness to work with the City and County if needed. Mr. Brandon and Mr. Job agreed that any grading would involve getting assistance and approval from property owners.

Ms. Humble asked Commissioner Hamner to explain to those present what the County's work will entail. Mr. Hamner said he will be creating a channel that is 20' wide and about 4' deep with a 5' flat bottom, thus creating a gentle slope on each side to allow cattle in the area to still access the water. The topographical maps he has indicates there has always been some type of creek that runs on the west side of the tree line below Reid Sharp's property. The proposed channel would be intended to keep the water flowing and from entering the houses.

Commissioner Hamner brought to everyone's attention a concern about a nearby property above Mr. Sharp's land that has a pond that has been breached. The water from that pond is feeding the existing problem. The property in question is located outside the City limits in the county. Future development of the property could impact those in the lower areas and Shiloh.

Commissioner Hamner suggested some type of gate be used in the area to adjust the flow of water so that not all of it goes through at once. Mr. Hammock inquired why the 6'-7' berm ends at his property.

Ms. Humble inquired of Mr. Brandon what capacity would be added at Shiloh from the changes to the 48" pipe. Mr. Brandon said that back-up will be lessened by doubling the diameter of the pipe and quadrupling the amount of flow being carried. Ms. Humble gave an analogy of the 48" pipe essentially being a cork preventing the water from flowing. By increasing the pipe size and flow, the water won't have as much of a chance to back-up and flood. Ms. Smith asked if the existing ponds will hold a 100 year flood. Mr. Brandon said the report indicates that they will. Ms. Humble strongly stressed that the event that occurred in 2016 was a 500 year flood and that it's important to remember that this unfortunately has occurred more than once in a five year period. The drainage plan was not designed to handle a 500 year flood; it was designed for a 100 year flood. Spending the money and time towards the drainage improvements will help with rain events smaller than 500 year floods.

Ms. Hammock inquired when the last time a 500 year flood occurred in Bastrop. Mr. Job said there was one in 1991. Ms. Hammock said that they did not flood at that time. They have lived on the land for 42 years and never had that much water before in the creek or on their land. Mr. Job clarified that the 500 year flooding that occurred in 1991 was due to the river rising from rainfall flowing from upstream. However, the 500 year flooding that occurred in May 2016, was due to heavy rains concentrated in the local area over a period of time. That is what caused the difference in flooding between the two events.

Ms. Hammock inquired whether the engineering contract for work to be done now is from the same firm that had done the engineering study for Hunters Crossing in the past. Mr. Brandon confirmed this is the group that completed the 2010 drainage study to determine what needed improvement from 2009. These are not the original designing engineers. Ms. Hammock inquired what changed between 2010 and now. Mr. Brandon explained that the changes in 2010 were done to be prepared for a 100 year flood.

Mr. Hammock expressed his concern about why the Hunters Crossing drainage/retention pond was not emptying in comparison to the dry "Lowes" pond. Ms. Humble explained that the retention pond in the "Lowes" retail development, on the north side of Highway 71, is empty because it is designed to be empty. In contrast, the Hunters Crossing pond is designed to hold water, and never be empty, for recreation with retention on top. Mr. Brandon and Ms. Humble explained that the Hunters Crossing pond is designed to simply slow down the water.

Ms. Hammock expressed her concern that she feels the previous drainage concept failed. Ms. Humble inquired of Mr. Brandon whether the water leaves Hunters Crossing in a floodway on the FEMA maps. Mr. Job and Mr. Brandon affirmed that is correct. Mr. Brandon showed the area on the map and explained that the area actually extends over the Sharp's land. Mr. Brandon stressed that the low area is shown as a "Zone A" on the map which means that FEMA has identified the land as an area that will flood, but it is not known by how much or which direction. The "A" stands for "Approximate". Other areas are identified as "Zone AE" which means they have actually studied the area and can be more exact as to how much flooding will occur.

Connie Schroeder inquired how long the 48" drainage pipe has been installed. She questioned whether the 48" pipe was deemed to be sufficient in the 2009 study. Mr. Brandon said that the study did not include that information but did meet the requirements of the City and State for no adverse impact requirements.

Ms. Smith expressed that she was appreciative of the City and County coming together to make improvements.

Carolyn Smith made the motion to approve a construction contract for the Hunters Crossing Drainage Improvements Project to TCB Construction in the amount of \$85,990.00. Seconded by Bill Peterson and carried unanimously.

10. Consider action related to the maintenance of fences in the Hunters Crossing Subdivision.

Ms. Humble said that this item was placed on the agenda at the request of a Board member. Ms. Smith said that she had made the request because of residents' concerns about white markings on the fences in the subdivision. Mr. Johnson explained that the white marks are a result of hard water stains from the spray of the sprinklers hitting the fence.

Mr. Job said that they are getting quotes for maintenance on the fences but some small maintenance issues are already complete. Ms. Humble stressed that wooden fences will deteriorate over time. Mr. Job said he would see if it is possible to get the sprinklers adjusted so they don't spray directly on the fences.

Ms. Smith inquired if the City will be responsible for all of the fences that run along the streets once the PID is no longer in existence. Ms. Humble said this matter would need to be discussed and researched. Mr. Job said that a vinyl fencing might be a better, and less maintenance intensive, option over the existing pine fencing. Ms. Humble said they will need to look at the PID documents to see what is required. The HOA may need to look at their documents as well.

No action was taken.

11. Invitation for input from Board members related to issues for possible inclusion on future agendas.

Ms. Humble said there will be an update on the fencing and mowing concerns at the next meeting.

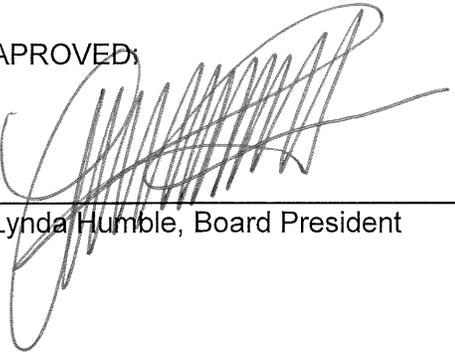
12. Consider action to confirm the time and date for the next quarterly meeting of the Hunters Crossing Local Government Corporation.

Finance Specialist Heather Ambrose advised the next regular meeting date would be July 26, 2017 at 6:00 PM. Bill Peterson made the motion to confirm the date and time of the next regular meeting date to be July 26, 2017 at 6:00 PM. Seconded by Brandon Johnson and carried unanimously.

13. Adjourn.

Bill Peterson made the motion to adjourn the meeting at 7:10 PM. Seconded by Brandon Johnson and carried unanimously.

APPROVED:



Lynda Humble, Board President

ATTEST:



Brandon Johnson, Board Secretary