

RUBY RANCH WATER SUPPLY CORPORATION
Meeting Minutes for June 16, 2016

Attendees: Scott Christians
Joe Collins
Thomas Doebner
Dale Olmstead
Matt Scott
Steven Selger

Professional Consultant: Pat King (PGMS)

Public: Kevin Rodriguez and David Fletcher

Meeting opened for business at 7:10 pm.

1. Dale Olmstead called the meeting to order and determined a quorum had been established.
2. A motion was made by Matt Scott and seconded by Scott Christians to approve the minutes for the April 26, 2016 Annual Meeting and Regular Meeting. Motion carried 6-0.
3. A motion was made by Thomas Doebner and seconded by Steve Selger to appoint Kevin Rodriguez as a Director of the RRWSC to fill the present Board vacancy. Motion carried 6-0.
4. The Board entertained comments by speaker phone from Mr. Charles Igwe, 440 Creekside Drive, who has made a request for resumption of water service. The Board discussed with him the required fees necessary to restore service as stated in the RRWSC Tariff. A motion was made by Dale Olmstead and seconded by Scott Christians to waive the \$2,450 tap fee because the appropriate tap fee had previously been paid but charge Mr. Igwe a total of \$745.60 for resumption of service which includes a reconnection fee, re-service fee, meter disconnect and removal fee, unpaid past due charges and a deposit. Motion carried 5-1 with Thomas Doebner in opposition and Kevin Rodriguez abstaining.
5. Pat King provided the Board with the Monthly Water System Operational Report dated June 16, 2016. Paragraphs 4 through 20 highlight the major operations report items and other items discussed with PGMS.
6. Pat King stated there was a 3.33% water loss for April 2016 and a -0.45% water loss for May 2016. Pat plans to determine the cause for the negative water loss by either a master meter problem or improper regular meter readings.
7. Pat King stated two regular bacteriological samples taken from the distribution system during April and May 2016 indicated no coliform organisms found.

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8. Pat King stated PGMS has received 100% compliance with the backflow testing requirements. PGMS has scheduled letters to be issued in July 2016 for those backflow assembly's that are now due for testing from the first initiative in 2015.
9. Pat King stated PGMS has found that there are 10 homes that are less than 10 years old that have not completed Customer Service Inspection (CSI). It was agreed that RRWSC would pay for the inspections on homes built prior to PGMS service and PGMS would pay for those houses built after that date. Pat King thought this could be accomplished within the next 30 days.
10. Pat King stated PGMS continues to accelerate flushing the distribution system at each flushing point and will continue to do so during period of non-drought.
11. Pat King stated Well No. 5 was taken off line around May 26, 2016 and placed back on line around June 15, 2016. This had the effect of reducing the iron in each GST to negligible levels. Thomas Doebner questioned the recent iron readings taken by PGMS which did not compare with Thomas's readings. Pat King will coordinate taking new readings with Thomas and PGMS to make comparisons.
12. Special water samples were taken from each of the pressure tanks (1 from each plant) on June 2, 2016 the results of which were sent directly to Joe Vickers.
13. Pat King stated on or about June 6, 2016, PGMS found that Well No. 3 was not operating on command. PGMS found this to be a communications issue and the repairs were being scheduled with Verizon.
14. Pat King stated PGMS was taking steps to ensure the longest run times for Well No. 5 are achieved by adjusting the probes in each ground storage tank. This work is scheduled for June 17, 2016.
15. Thomas Doebner informed Pat King chlorine barrels were being stored outside the buildings at both Plant No. 1 and Plant No. 2. Pat King will check on this item.
16. Dale Olmstead asked Pat King if there was any progress in obtaining an overall map of the RRWSC water system. Pat stated no overall map was found, but he may be able to have one put together from the 6 individual drawings he presently has.
17. Dale Olmstead requested Pat King to check with Scott Follett to determine if there may be a second connection between Plant No. 1 and Plant No. 2 water systems from property owned by Mr. Follett. Pat will follow up on this item.
18. Pat King informed Dale Olmstead that a water sample is being taken from Well No. 5 by PGMS every month to as required by TCEQ.

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19. Pat King informed Dale Olmstead that PGMS is working on an improved communication plan for notifying RRWSC members of any problems with the water system.
20. Dale Olmstead reminded PGMS the Consumer Confidence Report will be due in July 2016 a copy of which should be approved prior to issuance. Pat King felt it only needs to be placed on the RRWSC web site but he wanted to verify it before taking action.
21. Dale Olmstead informed the Board that the Lovelady Well, which BSEACD uses to determine drought status, was 60 feet above drought stage.
22. Dale Olmstead stated BSEACD has not held a meeting yet on the possibility of aquifer storage and recovery at Plant No. 2.
23. Thomas Doebner presented the 2016 Monthly Well Pumpage data for each well. Thomas also presented the 2016 Cash Flow Report through May 2016. Thomas stated the Corporation is in good financial position.
24. Thomas Doebner stated Joe Vickers is working on a new method of reducing iron from Well No. 5. Joe will inform the Board of his findings at a future meeting.
25. The Board discussed the election of Board officers. A motion was made by Kevin Rodriguez and seconded by Scott Christians to keep the present positions of the officers, Dale Olmstead, President, Matt Scott, Vice-President, Thomas Doebner, Treasurer and Steve Selger, Secretary. Motion carried 6-1 with Dale Olmstead in opposition.
26. A motion was made by Dale Olmstead and seconded by Joe Collins to continue with the following Board responsibilities:
 - a. Thomas Doebner and Steve Selger to continue to be account signatories on bank accounts at Broadway Bank and Randolph Brooks Federal Credit Union.
 - b. Scott Christians, as RRWSC webmaster, shall insure that only Board approved items are posted to the RRWSC website.
 - c. President and Treasurer jointly and severally may approve non-PGMS expenditures less than \$2,500 without additional Board approval.Motion carried 7-0.
27. The next regular Board meeting will be held on Thursday, August 11, 2016, 7:00 pm at Joe Collins' residence, 412 Richards Drive.
28. A motion was made by Dale Olmstead and seconded by Steve Selger to adjourn. Motion carried 7-0 and the meeting was adjourned at 10:00 pm.

Respectfully submitted,
Steven Selger, Secretary