

RUBY RANCH WATER SUPPLY CORPORATION  
Meeting Minutes for August 10, 2017

Attendees: Scott Christians  
Joe Collins  
Thomas Doebner  
Al Gmitter  
Dale Olmstead  
Kevin Rodriguez  
Steven Selger

Professional Consultants:  
Timothy Young (PGMS)  
Sharon Livingston (PGMS)

Meeting opened for business at 7:00 pm

1. Dale Olmstead called the meeting to order and determined a quorum had been established.
2. A motion was made by Thomas Doebner and seconded by Joe Collins to approve the minutes for the June 8, 2017 Regular Meeting. Motion carried 6-0.
3. Timothy Young provided the Board with the Monthly Water System Operational Report dated August 10, 2017. Paragraphs 4 through 16 highlight the major operations report items and other items discussed with PGMS.
4. Timothy Young provided the Board with the monthly pumping report for June and July 2017. Net water loss for June was 5.28% and July 5.95%. Tim reported that two regular bacteriological samples taken from the distribution system during June and July 2017 indicated no coliform organisms.
5. Relative to the ASR Project, Timothy Young stated Pat King from PGMS spoke with TCEQ about their letters received dated March 16, 2017 (approval letter) and June 28, 2017 (clarification letter). The June 28, 2017 letter clarifies that additional approvals are necessary due to a change in source water and a change to the pipe works at the plant. PGMS recommends that RRWSC retain an engineer to address the TCEQ Plan Review requirements.
6. PGMS had sent out the notices with regard to the BPAT testing requirement to 95 customers and has presently received 75 responses. A second letter has been issued to those that have not responded.

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7. Timothy Young stated the Auto Debit Bill Pay Initiative program is up and running and continues to be tested with three Board member accounts. There is a bank fee of \$12.00 for each batch of bills that are transmitted to the bank for payment and an additional fee of \$0.14 per account. Testing of the program will continue and will again be discussed at the next Board meeting. Scott Christians volunteered to put together a communication package which will be sent out to all customers regarding this new payment program.
8. PGMS has completed all but one Customer Service Inspections. The remaining inspection has been scheduled with the homeowner.
9. PGMS has installed new batteries in the auto-dialer at Plant No. 2.
10. PGMS has removed Mr. Follett's meter at 988 East Bartlett Drive and had the line capped.
11. PGMS has not yet added the gravel and dirt to the base of the GST No. 2 at Plant No. 2.
12. PGMS has now field verified the overall water system map prepared by Southwest Engineers and has sent the information to the engineer for final rendition.
13. PGMS has repaired leaks found at 200 Clark Cove and at the back of part of Creekside Drive.
14. PGMS has provided the Board with updated E-Line readings on Wells No. 1, 2 and 3.
15. The Board discussed with PGMS the Past Due List. The Board was concerned there were 24 customers with past due accounts, 7 which were over 61 days overdue. PGMS agreed to follow up with these customers.
16. Thomas Doebner again raised the issue of meter change outs, those over 1,000,000 gallons, not being done by PGMS. Timothy Young stated PGMS will begin change out this month.
17. The Board discussed the financial and accounting issues that are presently occurring with PGMS. Deposits not being made in a timely manner, late financial reports, and a large number of accounting errors. The Board will take the appropriate action to correct these problems with PGMS management. Discussion to continue at the next Board meeting.
18. Dale Olmstead informed the Board a report on the ASR Project is due to TCEQ by September 16, 2017. Dale Olmstead and Thomas Doebner have prepared a rough outline draft of the report which is now being reviewed by BSEACD.

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19. The Board discussed a recent reduction in GPM performance of Well No. 4. Joe Vickers has suggested a shortened pumping schedule to slightly decrease drawdown and still allow a better recharge of the well. The Board will review the results at the next Board meeting.
20. Thomas Doebner presented the 2017 Cash Flow Report through July 2017. Thomas stated the Corporation is in good financial position.
21. Dale Olmstead suggested the Board members review the PGMS contract for possible modifications. Automatic renewal of the contract will occur on February 1, 2018 if no changes are negotiated.
22. The next regular Board meeting will be held on Thursday, September 7, 2017, 7:00 pm at Dale Olmstead's residence, 301 Clark Cove, Buda, TX.
23. A motion was made by Dale Olmstead and seconded by Thomas Doebner to adjourn. Motion carried 6-0 and the meeting was adjourned at 10:25 pm.

Respectfully submitted,

Steven Selger, Secretary