

RUBY RANCH WATER SUPPLY CORPORATION  
Meeting Minutes for December 10, 2015

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

Absent:             Matt Scott

Professional Consultant:     Pat King (PGMS)

Public:             Martha Anderson

Meeting opened for business at 7:00 pm.

1. Dale Olmstead called the meeting to order and determined a quorum had been established.
2. Marth Anderson addressed the Board to talk about the Onion Creek coalition and Dripping Springs plans for discharging treated sewage into Onion Creek.
3. A motion was made by Dale Olmstead and seconded by Scott Christians to approve the minutes for the November 12, 2015 Regular Meeting. Motion carried 6-0.
4. Pat King provided the Board with the Monthly Water System Operational Report dated December 10, 2015. Paragraphs 4 through 11 highlight the major operations report items and other items discussed with PGMS.
5. Pat King stated there still seems to be a discrepancy with the gallons of water pumped in November 2015 and the gallons sold. Pat thinks it could be a problem with the master meter providing improper readings and will attempt to correct this discrepancy. The two regular bacteriological samples taken from the distribution system during November 2015 indicated no coliform organism found.
6. Pat King stated ground storage tank No. 2 at each plant had undergone an inspection and a written report will be forthcoming. There was an indication that tank No. 2 at Plant No. 2 is showing signs of corrosion in the floor area. Tank No. 2 at Plant No. 1 appears to be in good condition.
7. Pat King stated PGMS has issued letters to home owners that have not responded to having their backflow devices tested or provided certifications that this annual inspection had been performed.

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8. The Board discussed past due accounts presented by Pat King. Thomas Doebner will continue to review these accounts to determine if any are to be written off.
9. Pat King stated he has begun working on obtaining Customer Service Inspections (CSI) beginning with newly constructed homes and working backwards on all residences.
10. Pat King provided the Board with a spreadsheet depicting the blending ratios of Wells No. 4 & 5 from June 5, 2015 to November 30, 2015. The blending ratio seems to be improving.
11. Dale Olmstead discussed a letter from TCEQ dated November 5, 2015 of a notice of lead and copper rule monitoring reporting violation. Pat King explained PGMS had plans to refute this reporting violation before the deadline of when RRWSC must publish a public notice of this violation which would be February 3, 2015.
12. Dale Olmstead stated he had made attempts to contact TRWA to have them provide reporting service to the State of Texas Comptroller's office on RRWSC eminent domain authority. The cost should be \$150 for the first year. Dale has submitted the Eminent Domain Reporting Subscription Form to TRWA.
13. Steve Selger will have Buda Postal Service make seven copies of the revised Tariff, have them spiral bound at Kinko's, and return them to Buda Postal Service for mailing to TCEQ, BSEACD, PUC and Aqua Water Supply Corporation.
14. Dale Olmstead will provide Scott Christians with information to be placed on the RRWSC website regarding the backflow protection device testing requirements.
15. Dale Olmstead will prepare the letter to be sent to all RRWSC customers 75 days prior to the annual meeting. The letter will be inserted in PGMS billings.
16. Thomas Doebner presented the 2015 Monthly Well Pumpage data for each well. Thomas also presented the 2015 Cash Flow Report through November 2015. Thomas stated the Corporation is in good financial position. The Board agreed not to have Thomas keep a list of approved payees.
17. Thomas Doebner prepared a 2015 Financial Review Response to the report done by Donna Bjornson. Thomas will recommend to the Board if any actions should be taken by RRWSC in regards to this review.
18. Joe Collins reviewed and approved all payments made by RRWSC for the month of November 2015.
19. The agenda item under new business for potential write-off of delinquent accounts has been tabled to a future meeting.

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20. Steve Selger presented a Record Retention Sequence for Board review and discussion. A motion was made by Joe Collins and seconded by Thomas Doebner to accept the Record Retention Sequences presented. Motion carried 6-0. Steve Selger agreed to forward the document to PGMS.
21. Steve Selger informed the Board that the Ruby Ranch lodge was not available for the April 14, 2016 date and would not be available any other Thursdays. The Board discussed possible dates of April 19, 2016 and April 26, 2016. Steve Selger will confirm that Pat King could attend on these dates and then check on the availability of the lodge.
22. The next regular Board meeting will be held on Thursday, February 11, 2016, 7:00 pm at Matt Scott's residence, 1636 Ruby Ranch Road.
23. A motion was made by Dale Olmstead and seconded by Joe Collins to adjourn. Motion carried 6-0 and the meeting was adjourned at 9:20 pm.

Respectfully submitted,

Steven Selger, Secretary