

RUBY RANCH WATER SUPPLY CORPORATION  
Meeting Minutes for March 17, 2016

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

Professional Consultant: Timothy Young (PGMS)

Meeting opened for business at 7:04 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 February 11, 2016 Regular Meeting. Motion carried 7-0.
3. Timothy Young provided the Board with the Monthly Water System Operational Report dated March 17, 2016. Paragraphs 3 through 14 highlight the major operations report items and other items discussed with PGMS.
4. Timothy Young stated two regular bacteriological samples taken from the distribution system during February 2016 indicated no coliform organism found.
5. Timothy Young discussed the backflow prevention certification update with the Board. On February 10, 2016, PGMS issued a letter to 22 homes that still required backflow testing. PGMS has now received 13 certifications, leaving 9 homes that have not responded. These 9 residents will receive the final letter for backflow testing on or about March 21, 2016. The Board has also obtained a list of homeowners from the HOA that have recently installed pools. PGMS will send the first letter requesting backflow testing from this list. PGMS has been directed by the Board to begin the backflow testing process for this year starting in June 2016.
6. Timothy Young stated PGMS currently has Customer Service Inspections (CSI) records for 45% of the customer base and plans to work backwards beginning with newly constructed homes until all homes have inspections on file. Thomas Doebner suggested that Timothy check old box files stored at PGMS office in an attempt to find missing CSI's.

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7. The Board discussed the revised Total Coliform Rule which takes effect April 1, 2016. It requires identifying sampling sites in advance, mapping those sites and submitting this information to TCEQ for its records. This is done by revising the site sampling plan to include primary and repeat sampling sites. This work is presently being performed by PGMS.

8. Timothy Young provided the Board with information on possibly installing dedicated sampling locations throughout the distribution system. This would allow routine sampling to take place directly from the distribution system, rather than from individual homes. There are presently 10 sampling stations now being utilized. The Board will discuss and consider this issue at a future meeting.

9. The agenda item for discussion of a communication plan to Ruby Ranch members for problem status situations will remain open to the next meeting.

10. Pat Dorsett requested his phone number be removed from the automatic dialer at Plant No. 1. PGMS will take care of removing his phone number.

11. Thomas Doebner requested Timothy Young check the meter location for the irrigation system at the corner of Ruby Ranch Road and Armstrong Cove to be sure it does not interfere with the new home being built at that corner.

12. Timothy Young was directed to replace meters that exceed 1 million gallon usage. There are presently 10 plus meters in this category.

13. Dale Olmstead requested Timothy Young check whether PGMS has completed placing Edwards Aquifer water down the Well No. 5 casing as recommended by Joe Vickers. Dale also asked Tim to check if the master meter on Well No. 5 has been repaired.

14. By question of the Board, Timothy Young stated that PGMS presently has 5 licensed water system operators on their local staff.

15. Dale Olmstead informed the Board that the Lovelady Well, which BSEACD uses to determine drought status, was 50 feet above drought stage.

16. Dale Olmstead informed the Board that Verizon had fixed the auto-dialer phone line at Plant No. 2.

17. Dale Olmstead informed the Board Joe Vickers informed him BSEACD has initiated discussion of possible aquifer storage and recovery and may be looking at Plant No. 2 for this purpose. There may be future meetings and discussions with BSEACD on this issue.

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18. Thomas Doebner presented the 2016 Monthly Well Pumpage data for each well. Thomas also presented the 2015 Cash Flow Report through December 2015 and the 2016 Cash Flow Report through January 2016. Thomas pointed out that RRWSC collected approximately \$159,000 income with an expenditure of approximately \$124,000 in 2015. Thomas stated there were no major purchases or breakdowns during 2015 to increase expenditures, but the Board should be prepared for these possibilities. An additional \$8,000 should be added to 2016 expenditures for the increase in PGMS management costs.

19. The Board has not received draft letters from Attorney David Klein regarding the formal stance by RRWSC on Dripping Springs' effluent discharge permit application therefor this existing business item has been tabled to the next meeting.

20. The Board discussed the Annual Meeting timeline and required actions. The Board received 3 applications by the March 12, 2016 deadline for the 4 open director positions. The Annual Meeting packet must be sent to RRWSC members by March 27, 2016.

21. The Board discussed a resolution to cancel the April 26, 2016 director's election. A motion was made by Steve Selger and seconded by Thomas Doebner to approve the Resolution Declaring Joe Collins, Steve Selger and Dale Olmstead as Directors of Ruby Ranch Water Supply Corporation and Canceling the April 26, 2016 Directors Election. Motion carried 7-0.

22. A motion was made by Dale Olmstead and seconded by Thomas Doebner to approve and adopt the Annual Meeting cover letter dated March 18, 2016 which requires no election of directors along with the Annual Meeting Agenda dated March 17, 2016. Motion carried 7-0.

23. Thomas Doebner agreed to have Buda Postal Service send the meeting packet, which includes the Agenda, Cover Letter, Resolution and three Director Applications, to the RRWSC membership.

24. Steve Selger agreed to send Pat King a list of discussion items which he is to address to the public at the annual meeting.

25. The Board reviewed a proposal sent to PGMS by Keith Siebert of 5S Service Company, LLC for the installation of a well failure alarm at the RRWSC Well No. 3 for a lump sum of \$2,275. The Board decided this would not be necessary due to the fact that Well No. 3 meter is read three times a week at Plant No. 1 and any failure would be observed in a timely manner.

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26. The Board discussed a proposal submitted by Blue Coyote Software LLC for maintaining RRWSC website and to document electronic storage and email services for a monthly charge of \$35.00. A motion was made by Matt Scott and seconded by Joe Collins to agree to the terms of the proposal from April 1, 2016 through March 31, 2017. Motion carried 6-0 with Scott Christians abstaining.

27. Joe Collins reviewed and approved all payments made by RRWSC for the month of February 2016.

28. The next regular Board meeting will be held on Tuesday, April 26, 2016, 6:00 pm at Ruby Ranch Lodge, 292 West Bartlett Drive. The Annual Meeting will also be held on the same date and location beginning at 7:00 pm.

29. A motion was made by Dale Olmstead and seconded by Joe Collins to adjourn. Motion carried 7-0 and the meeting was adjourned at 9:36 pm.

Respectfully submitted,

Steven Selger, Secretary