

RUBY RANCH WATER SUPPLY CORPORATION
Meeting Minutes for June 8, 2017

Attendees: Scott Christians
Joe Collins (left at 8:30 pm due to prior engagement)
Thomas Doebner
Dale Olmstead
Steven Selger

Excused: Kevin Rodriguez

Professional Consultants:
Pat King (PGMS)
Sharon Livingston (PGMS)

Public: Al Gmitter

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 May 18, 2017 Regular Meeting. Motion carried 5-0.
3. Pat King provided the Board with the Monthly Water System Operational Report dated June 8, 2017. Paragraphs 4 through 13 highlight the major operations report items and other items discussed with PGMS.
4. Pat King provided the Board with the monthly pumping report for May 2017 showing a water loss of 4.4%. Pat reported that two regular bacteriological samples taken from the distribution system during May 2017 indicated no coliform organisms.
5. Pat King introduced Sharon Livingston to the Board as PGMS Regulatory Compliance Manager. He also informed the Board that Jennifer Rossi will serve as Controller and Office Supervisor.
6. Pat King stated there still are eight homeowners requiring CSI update which should be resolved soon with the addition of new staff members.
7. PGMS sent out the notices with regard to the BPAT testing requirement on June 4, 2017. Pat also provided listing of members requiring testing for 2017. Dale Olmstead will attend the next HOA meeting in an attempt to procure homeowners with new back flow preventer installations due to pool construction. These will be added to the list along with a few other corrections recommended by Board members.

Ruby Ranch Water Supply Corporation
Meeting Minutes
June 8, 2017

8. The Board reviewed a draft of the Consumer Confidence Report for 2016 supplied by PGMS. A few minor corrections were suggested by Board members which will be made by PGMS and sent out to customers by July 1, 2017. Scott Christians requested information on the lead rule which will be provided by Pat King.

9. PGMS obtained instructions on the Auto Clearing House bill pay option from Broadway Bank. They will begin the test run of the “auto-debit” bill payment method starting with three Board members to check its capabilities and convenience for the community to pay water bills.

10. Customers have received late water bills the past two months which have not provided the required 15 days payment period prior to receiving a late penalty. A motion was made by Thomas Doebner and seconded by Steve Selger to have the penalty date moved from the 16th of the month to the 20th of the month and to run through December 31, 2017. Motion carried 5-0.

11. PGMS continues to make updates to the overall water system map prepared by Southwest Engineers. PGMS will inform the Board when the final map is completed.

12. Thomas Doebner noticed meter change outs, those over 1,000,000 gallons, are not being done and recommended PGMS begin this process as soon as possible.

13. Thomas Doebner informed the Board that we have experienced significant financial and accounting issues with PGMS for the past several months. Customer payments are not being deposited in a timely manner, financial reports are often late and some contain errors, and when we discover financial errors or mistakes, PGMS is unsure how to correct or even if the errors can be corrected. Thomas has worked many extra hours with PGMS staff finding and trying to correct financial errors. Thomas also continues to have accounting issues with PGMS regarding end of month computations and deposits. Thomas will work closely with PGMS staff to rectify his concerns. Pat King informed the Board that with the addition of more staff he hopes the situation will improve.

14. Pat King reviewed the erosion around the ground storage tank footings at Plant No. 2 and plans to reinforce these areas.

15. Dale Olmstead stated there is presently no new information on the ASR (Aquifer Storage & Recovery) testing being performed at Plant No. 2. Step one is completed and Step two is in process. Step 3 will not occur until September or October 2017.

16. Thomas Doebner presented the 2017 Cash Flow Report through April. Thomas stated the Corporation is in good financial position.

Ruby Ranch Water Supply Corporation
Meeting Minutes
June 8, 2017

17. The Board discussed election of Board Officers. A motion was made by Thomas Doebner and seconded by Steve Selger to elect Dale Olmstead as President. Motion carried 3-0 with one abstention. A motion was made by Thomas Doebner and seconded by Steve Selger to elect Scott Christians as Vice President. Motion carried 3-0 with one abstention.

18. The Board discussed installing "DANGER" and "NO TRESPASSING" signage at Plant No. 1 and 2. Steve Selger agreed to coordinate this work.

19. The Board discussed renewing the landscaping contract with Beautyscape. A motion was made by Thomas Doebner and seconded by Scott Christians to renew the Beautyscape contract at the existing rate for one year. Motion carried 4-0.

20. The Board discussed appointment of a new RRWSC Director. A motion was made by Dale Olmstead and seconded by Thomas Doebner to appoint Al Gmitter as a Director of the RRWSC. Motion carried 4-0.

21. The next regular Board meeting will be held on Thursday, August 10, 2017, 7:00 pm at Thomas Doebner's residence, 871 Clark Cove, Buda, TX.

22. A motion was made by Dale Olmstead and seconded by Steve Selger to adjourn. Motion carried 4-0 and the meeting was adjourned at 9:55 pm.

Respectfully submitted,

Steven Selger, Secretary