

RUBY RANCH WATER SUPPLY CORPORATION  
Meeting Minutes for October 23, 2025

Attendees: Thomas Doebner  
Dale Olmstead  
Chris Whittenhall  
Lynn Blackmore  
Raul Saldivar

Excused: Marcus Krause

Professional Consultant:  
Tim Young (PGMS)  
Liza Nevarez (PGMS)  
Scott Christians (Web Master)

Public: Steven Selger  
Gary Jack

Meeting opened for business at 7:00 pm, via Zoom Conference and Video Call.

1. Chris Whittenhall called the meeting to order and determined that a quorum had been established.
2. A motion was made by Thomas Doebner and seconded by Dale Olmstead to approve the minutes for the September 18, 2025 Regular Meeting. Motion carried 5-0.
3. Tim Young provided the Board with the Monthly Water System Operations Report dated October 23, 2025. RRWSC pumped 1,865,000 gallons with 1,876,900 gallons sold in September. There was -0.91% net water loss for September.
4. Tim Young stated there were 2 regular bacteriological samples taken from the distribution system during the month of September 2025 indicating no coliform organisms found.
5. Tim Young stated there were 247 active connections in September 2025 with a total current charge of \$35,930.05.
6. BPAT Certification Compliance status, with the 2025 Backflow cycle concluded, 67 passing certificates and photographic evidence of one BFP removal have been received. PGMS will contact any customers who have not filed their report directly.
7. Tim Young brought the Board up to date on the Advanced Meter Infrastructure (AMI) Replacement Project. All customer AMI meters have been installed along with meters at Wells 1, 2 and 3. PGMS has been informed that the new meters for Wells 4 and 5 have been received and will be installed soon. Phases 2 and 3 are now complete. Phase 3 training is nearing conclusion.

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8. On 9/25/2025 VertexOne indicated that the historic data provided by RVS was complete and would be uploaded to the VertexOne Portal. On 10/3/2025 the historic data was uploaded to the VertexOne software without issue. With this data, the VertexOne Customer Portal is ready to go live. PGMS/RRWSC training over the customer perspective of the portal will start soon. Katie Ettinger was introduced as our new Customer Service Manager. On 10/21/2025 the first portion of PGMS/RRWSC training over the VertexOne customer facing portal was held. The next training session will be held on 10/28/2025 at 12:00 PM.
9. PGMS has uploaded the most recent Neptune customer data to the VertexOne customer portal. PGMS continues to monitor the Neptune 360 Utility software daily. Where needed, customers are called directly to make them aware of possible leaks or overuse.
10. The Board discussed probably sending out 2 letters to customers on how to log into the portal. The VertexOne letter for training would be one of these letters. Using an I phone vs. lap-top would show different amounts of data due to the varying screen size. There is a section for the homeowner to input their email and phone number, important information for PGMS in case a contact is necessary.
11. Tim Young stated the auto debit program continues to work as planned. ACH payments were initiated on October 9th with no issues, with debits from 130 accounts.
12. Well #1 was put into service following the last regular meeting. It was found tripped shortly after. The well was restarted and found tripped again approximately a week later. Well #2 was put back into service and Well #1 shut down. Keith Siebert has been called to check the protection settings and verify there are no issues with the pump/motor. Tim Young will update the Board as soon as possible. Additionally, water projections through the last billing cycle initially showed likely, substantial over-pumping if no changes were made. Another two hours was removed from Plant #1 and added to Plant #2. With these changes, the monthly pumping was within 1,000 gallons of the RRWSC monthly allotment. With the duty of Plant #1 scaled back more, Wells #2 and #3 can more than keep up with demand. Once aquifer levels recover, or the need arises, the well will be put back to normal service.
13. Tim Young stated he has received the VFD controller but was still waiting for the output line filter which will be installed in Well #3 to prevent cavitation.
14. During the month of September, RRWSC used water from Wells #1, #2, #3, #4 and #5. The Plant duty timers have adjusted to add additional hours to Plant #2 during the last period. Plant #1 is scheduled for 4 hours of duty and Plant #2 picks up the remaining 20 hours. With these changes, Plant 2 produced 68% of the water used with Plant 1 making up the difference.
15. Well #5 has been blended with Well #4 at a 65/35 rate during the last reporting period. PGMS will continue to adjust the blend to allow the extraction of as much Well #5 water as possible and maintain compliance with arsenic, iron and sulfates. The most recent collected sample of the Well #5 water indicated arsenic concentrations are still well below the actionable limit. Future sampling will include metals and minerals collected from both raw Well #5 water and distribution water. PGMS shall adjust the blend ratio as needed to maintain compliance with TCEQ and BSEACD arsenic concentration limits.

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16. ASR Project: RRWSC has continued to pump water from Well #5 and blended it with water from Well #4. Recent sampling continues to show low arsenic levels which allows more water to be taken from Well #5.

17. Tim Young stated Maguire inspected the Plant #1 pressure tank and GST #2 and no issues were found. The scheduling has been tempered for the remaining tanks due to the failure of Well #2 and then Well #1. The tanks will be inspected as soon as water levels and customer use allow.

18. Tim Young stated PGMS has placed the new signage for the Exceptional Drought Stage 3.

19. Tim Young stated he would send out high usage letters and make phone calls to customers using over 15,000 gallons of water per month during the Exceptional Stage Drought but would check our updated UDCP to be sure the quantity is correct.

20. The Board discussed methods for homeowners to be able to pay their water bills in time to prevent receiving penalties for late payment. It is the responsibility of each homeowner to be sure RRWSC receives payment on time to avoid penalty.

21. A motion was made by Thomas Doebner and seconded by Lynn Blackmore to accept the resignation of Board member Kevin Rodriguez. Motion carried 5-0.

22. A motion was made by Thomas Doebner and seconded by Lynn Blackmore to appoint Gary Jack as a RRWSC Director to replace Kevin Rodriguez. Motion carried 5-0.

23. Thomas Doebner stated he would contact TRWA to have them make the Eminent Domain annual submission for RRWSC.

24. Treasurer Thomas Doebner provided the Board with the RRWSC 2025 Cash Flow thru September 2025 and stated there was nothing unusual and the Corporation was in good standing.

25. Thomas Doebner informed the Board of PGMS annual increase in fees was \$141 per month.

26. It was determined to have the next RRWSC Zoom Meeting on Thursday, December 4, 2025, at 7:00 pm.

24. A motion was made by Lynn Blackmore and seconded by Thomas Doebner to adjourn. Motion carried 5-0 and the meeting adjourned at 9:00 PM.

Respectfully submitted,

Steven Selger, Public Secretary