

RUBY RANCH WATER SUPPLY CORPORATION  
Meeting Minutes for September 24, 2026

Attendees: Thomas Doebner  
Dale Olmstead  
Lynn Blackmore  
Raul Saldivar  
Gary Jack

Excused: Chris Whittenhall and Jim Neil

Professional Consultant:  
Lisa Nevarez (PGMS) Patrick King (PGMS)  
Tim Young (PGMS) Marcus Amaya (PGMS)

Public: Steven Selger and Al Gmitter

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

1. Lynn Blackmore called the meeting to order and determined that a quorum had been established.
2. A motion was made by Thomas Doebner and seconded by Raul Saldivar to approve the minutes for the August 20, 2026 Regular Meeting. Motion carried 5-0.
3. Patrick King provided the Board with the Monthly Water System Operations Report dated September 24, 2026. RRWSC pumped 1,925,900 gallons with 1,856,500 gallons sold in August. There was .46% net water loss for August.
4. Patrick King stated there were 2 regular bacteriological samples taken from the distribution system and one raw sample from Well #5 during the month of August 2026 indicating no coliform organisms found.
5. Patrick King stated there were 249 active connections in August 2026 with a total current charge of \$43,237.79.
6. BPAT Certification Compliance status, PGMS has received 62 responses showing BPAT's having passed the annual testing with 10 BPAT's remaining outstanding. Additional notices will be sent to the remaining customers.
7. RVS Software Update. PGMS staff continues to critically review i3 Vertical (AMSTRUN). PGMS staff have attended two training/sales sessions and think it would be a good transition from the current billing software that PGMS uses, RVS. However, concerns have arisen that are also being considered with changing to i3 software, such as costs, cloud-based platform and support services. There are numerous billing software companies that PGMS continues to investigate. PGMS has scheduled staff members to attend the 2026 TRWA Office Professionals Conference on October 7-8, 2026. This should be a good forum to discuss pros and cons with those that use other software vendors.

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8. Well #1 and #2 sine filter and VFD with sine filter update. On August 14, PGMS was informed that 5S Service Company will install the Variable Frequency Drives on Wells #1 and #2 and check on the Well #4 transducer that remains out of the hole. PGMS has not been able to get an updated report from Keith.

9. Tree Trimming and Removal update. Wilder Tree Service was contracted to complete the necessary tree pruning at Plant No. 2 and Plant No.1, as well as conducting Oak Wilt remediation at Plant No. 2. Wilder technicians arrived on Friday, September 18, 2026, and began trimming trees and applying a Biocontrol microbial soil conditioner at Plant No. 2. They returned the next day to complete the work at Plant No. 2 and to prune specified trees at Plant No. 1. All work has been completed and an invoice has been provided for their services.

10. Water Tank Replacement Proposals. Southwest Engineers has been selected to design and manage construction of the new 40,000 gallon ground storage tank at Plant No. 1. PGMS has sent an email dated September 16, 2026 to Jerry Shepherd to inform him Southwest Engineers had been approved to proceed with the project based on their proposal. A site visit is being scheduled with Southwest Engineers.

11. Thomas Doebner stated that PGMS must sign off on all invoices submitted by contractors for payments and to inform all engineers and contractors that RRWSC is tax-exempt. Thomas also reminded PGMS of the tax-exempt status when making other purchases.

12. Repair of Hydrant/Flush Valve at 440 Humphreys Drive. BlueLine Utility Group was contracted to repair a leaking hydrant near 440 Hunphreys Drive. It appears the hydrant “weep” is leaking and in lieu of excavating and making repairs, BlueLine will repair in place. They are scheduled to make the repair on September 24, 2026.

13. Pat King stated customer water use and well pumpage has been continually monitored and production adjusted throughout the last month. Through adjustments at Plant No. 2 and reminder calls to customers the system was on track for a surplus of roughly twenty-five thousand gallons until the final weekend of the reporting period. During the weekend of September 11-13 customer use suddenly increased and lead to the system over pumping the permitted allotment by ten thousand gallons. This was noticed and adjustments were made immediately.

14. Thomas Doebner requested Tim Young to follow up with BSEACD on the Rebate Program rebate numbers.

15. Thomas Doebner presented the 2026 Cash Flow thru August 2026. He stated there was nothing unusual and the Corporation remains in good standing.

16. It was determined to have the next RRWSC Zoom Meeting on Thursday, October 22, 2026, at 7:00 pm.

17. A motion was made by Dale Olmstead and seconded by Raul Saldivar to adjourn the meeting. Motion carried 5-0 and the meeting adjourned at 8:00 pm.

Respectfully submitted,

Steven Selger, Public Secretary