

**BANDERA RIVER RANCH WATER SUPPLY CORPORATION**  
**161 Broken Spur Cir, Bandera TX 78003**  
**BOARD MEETING**  
**January 8, 2026, 18:00**

**DIRECTORS PRESENT WERE:** Vera Mendoza, Steve Sander, Dave Kelley, Tom Cook  
**OTHERS IN ATTENDANCE WERE:** Gary Albrecht, Eddie Mejias, Gloria Mejias, Joan Hutchinson, Nancy Butler, Jenna Welsh

There being a quorum present, the meeting was called to order by Board President Vera M. at 18:04 January 8, 2026.

**MINUTES:** Minutes were presented.

**MOTION:** Dave K. moved that the minutes be accepted. Steve S. seconded. **The motion carried.**

**PRESIDENT'S REPORT:**

- Legal action regarding a builder damaging one of our meters
- Staff meeting with office manager
- BEC resolving issues with IVR and billing
- Election timeline and associated documentation revised
- TCEQ regulatory assessment fee (RAF) to be paid by January 31st
- Website updates and customer communication

**TREASURER'S REPORT:** (Tom C.)

- Cash Flows: -\$29,640.36 change in cash position. About \$2,000 of this is from an expense which was for last month but we didn't receive the credit card statement in time for that month's closing. We are going to start recognizing these expenses in the month paid rather than the month accrued so as to give the board visibility into these expenses. Of the remaining \$27k most is because we paid our insurance bill for the year.
- Profit & Loss Budget vs. Actual: Net income (NI) is \$2,734.82 for December. How can we have a profit with such a large decrease in cash? That is because our P&L is on an accrual basis which doesn't necessarily line up with cash. For example if people owe us money for their water, we claim that as income whether or not they have given us cash for their bills. The budgeted NI was about \$2,800 over our actual NI.
- Balance sheet: Total checking and savings is at \$482,310.49. Total current assets are \$554,246.76. Our total current liabilities are \$8,341.89.
- Continuing our discussion from the last meeting, we still have adequate cash to pay for the new tank.
- We had a \$1,700 expense which was incurred in November but not booked until December which means the board never saw that expense. This is the correct way of doing accrual basis accounting. However, it means the board never sees these expenses. I've asked Jeff to start booking these payments as expenses in the current month in order to improve visibility of all expenses.

**MOITION:** Steve S. moved to accept the treasurer's report. Dave K. seconded. **The motion carried.**

**OPERATIONS REPORTS:** (Steve S.)

**Class C Licensed Operator/Field Operations:**

<b>Production:</b> (in gallons)	
Lantana	753,310
Riverview	189,742
Oak Bridge	266,341
Perennial	67,602

- We had a leak at the Lantana plant.
- We found weird lines that didn't go to anything. They may have been test lines. We capped them.
- We had a leak on Mesquite Circle. If that area starts leaking again, we will replace the entire line.
- Several calls for suspected leaks which have turned out not to be our system.
- The new phone system is working well for Steve.
- We have one meter approved and one pending. The one pending will likely be installed. The one approved has not had any progress on construction. So, that one will likely wait.
- We had a resident who had been using a rain catchment system who decided to use system water again. We inspected the system for backflow preventers and turned them back on.
- Performed erosion and weed control at all three plants.

**Office Operations:** (Jeff Bolte)

- 2025 P&L do not include depreciation expense. We will try to estimate it next year.
- I noticed that well #7 pumped 100k gallons more in December than November. Steve S. said that that was probably a result of rotating the well usage.
- Accounts receivable are in good shape. We have more payments coming in next week.
- Jeff would like to come in on the last two Wednesdays of the month to complete the bank reconciliations as our bank balance doesn't agree with our Quickbooks records. He is still trying to fight his way through the period just before he started working here while the bookkeeping was irregular.

**Unfinished Business:**

**Infrastructure and property acquisition update** (Steve S.)

- The Oak Bridge site survey has been completed. The tank company will come out next week. We will get the engineering underway so we can determine what the concrete requirements will be. This site will be of adequate size to accommodate the new office as well as the new tank.
- We are considering relining our water piping. This may be a cost effective way of updating the system.

**Technology services update**

We have not contacted the providers yet. We will be asking them for recommendations for

accounting packages other than Quickbooks online as Jeff is not happy with that package.

**TCEQ update** (Vera M.)

We are waiting to hear from them on the RAF. Reports due to them 6/22/26 and 9/11/26.

**2026 Budget** (Tom C.)

MOTION: Tom C. made a motion that we add to the 2026 budget \$1,461 for TRWA dues, \$1,000 dollars for a volunteer appreciation party and \$300 as a discretionary bonus to be paid should the board see fit. Steve S. seconded. The motion passed unanimously.

**New Business:**

**Annual meeting approval date**

Vera M. presented the proposed timeline, positions to be filled and procedures for the election IAW BRRWSC bylaws. The proposed annual meeting date is April 18, 2026. The March board meeting will have to be moved to the 5th. Steve S. mentioned a change to the bylaws would have to be added to the ballot. Vera M. continued walking through the Election Procedures. The first board meeting subsequent to the election will be at 11:00 A.M. following the annual meeting which will be at 10:00 A.M..

**MOTION:** Tom C. moved that the election procedures be approved as presented. Dave K. seconded. **Discussion:** Tom C. mentioned that the March meeting on the fourth would not give enough time for preparation of the financial statements. **The motion passed unanimously.**

**Membership Comments:**

Jenna Welsh (a new member of the neighborhood) asked about the nature of the \$500 membership fees as it seemed very high to her. The board and other members helped explain that the \$500 was not actually a deposit. That was purchasing a share in the corporation. That her family now has an ownership stake in the corporation.

Joan Hutchinson suggested that we, once again, offer a \$25 discount for one month if a member signs up for ACH payment. Vera M. said this would be added to a later agenda.

**Executive Session:**

Entered at 7:44 P.M. Exited at 8:04 P.M. we discussed personnel and legal items and no motions were made.

Adjournment:

**MOTION:**

Dave K. moved to adjourn. Tom C. seconded. Unanimous agreement to adjourn at 8:04 P.M.. The next regular board meeting will be held on Thursday, February 12, 2026 at 6:00 P.M.

BRRWSC President,

Vera Mendoza\_\_\_\_\_

BRRWSC Treasurer/Secretary,

Martin (Tom) Cook\_\_\_\_\_