

BANDERA RIVER RANCH WATER SUPPLY CORPORATION

161 Broken Spur Cir, Bandera TX 78003

BOARD MEETING

April 5, 2025, 10:00a.m.

DIRECTORS PRESENT WERE:

Vera Mendoza, Steve Sander, Rod Goff, Dave Kelly

OTHERS IN ATTENDANCE WERE: Tom May, Patty May, Carla Kelley, Gary Albrecht, Tom Cook, Nancy Butler, Joan Hutchinson, Randy Dougherty, Thomas Kickler, JoAnn Kickler, Marci Goff, Rod Goff, Phyllis Lusby, John Lusby, Doug Saathoff, Tammy Altavater, Jackie Elliot, Brent Flato, Susie Crews, Ron Beadles, Ed Ringold

There being a quorum present, the meeting was called to order by Board President Vera Mendoza at 10:04 AM, April 5, 2025.

MINUTES: Minutes from the September 7, 2024 Annual Membership Meeting were presented and reviewed.

MOTION: Rod Goff moved to approve the minutes from September 7, 2024. Dave Kelley seconded the motion. The motion passed.

PRESIDENT'S REPORT: (Vera M.)

During the year of 2024:

REQUIRED UPDATES:

- 1) Yearly updates of required paperwork to all BRRWSC bank accounts, BRRWSC website, Administrative requirements for TCEQ and Secretary of State filing.

TEXAS COMMISSION ON ENVIRONMENTAL QUALITY (TCEQ) -this is where we do our reporting, filing, registering, applying for permits and licenses, plus paying fees and other assessments; basically regulate our Water Quality

- 1) We worked and continue to work diligently in Filing all TCEQ required paperwork on time (Regulatory Assessment Fee, Consumer Confidence Report, Lead and Copper report, Line Inventory, etc.)
- 2) Finalized submission of all paperwork to clear old fines from Docket 2023 and 2024 so that we maintain in the good graces of TCEQ

SYSTEM REPAIRS:

- 1) We continued to work diligently to manage any repairs and leaks throughout the system.
- 2) We've tried to get quick turn arounds so that we had minimal water loss and minimal inconvenience to the customers. But we really want to give our gratitude to our customers for their patience and for promptly making us aware of leaks in the neighborhood. Mr. Sander will provide more details in his Operations Report.

Expansion plans in the works for BRRWSC:

- 1) Due to the rapid growth in our subdivision, the board adopted **Resolution 25-1 on Feb 20th 2025**. It is listed on our website. It is a temporary resolution which will allow us the time to acquire the additional water storage needed for our system, as well as meet the TCEQ minimum requirements and as we have been looking at potential avenues to accomplish this.
- 2) We came to the conclusion that it might be a great time for us to incorporate having our own office space and storage facility within the subdivision. So those inquiries are being made as well.

Additionally:

- 1) CPA is currently working on a review of our financials
- 2) finalize the budget for 2025
- 3) We have tried to keep water prices the same
- 4) And while we do have expenditures, we are trying to keep them under control. We will continue to spend money on supplies and repairs as is necessary

Office Manager:

- 1) We have a new office manager his name is Jeff Bolte. He comes with a lot of accounting and bookkeeping experience. He's underwent lots of training on our Billing system and Meter system.
- 2) He's doing a wonderful job for us and accomplishing a lot of things in a short amount of time. Things that we were behind on, he gotten us caught up. Bills are going out in a timely manner and we are working to clear up any delinquencies, etc.

New Office hours: T W TH

9:30am – 5:30pm

TREASURER'S REPORT:

Vera M. reviewed the updated Annual Budget, Profit & Loss Sheet and Balance Sheet up until December 2024. The Profit & Loss shows the actuals for 2023 and 2024. Working with our newly acquired Office Manager Mr. Bolte, who comes with much accounting experience, we are working to fill the gaps to clear up any unusual anomalies in our financials. On our Profit & Loss Sheet, the Operating Income and our Investments have been steady and they look good. You can see a large discrepancy on Miscellaneous Revenue of \$244.92 for 2024 versus \$10,015.31 for 2023; more investigation will continue through our office manager and our CPA. Current Assets were reviewed on the Balance Sheet and stated that assets, liabilities, income, and monthly bills look normal/good but again there are gaps and our financials will continue to look better as we clean up our accounts. She did inform members that the Budget committee comprised of Steve S. and Rod G. and they did finalize and present to the board for approval the 2025 Budget. Rod G. did point out that the community was doing a good job of reducing its consumption of water but noted that by reducing consumption, we sell less water, and as we sell less, our profits drop. Rod G. did point out that we have found some omissions from previous inputs to our system but as Vera M. pointed out, we will work diligently to present accurate accounting of our financials as we work closely with our CPA and office manager, and board.

MOTION:

Rod G. made a motion to accept the Treasurer's Report. The motion was seconded by Steve S. The board voted unanimously to approve the motion, and the motion passed.

OPERATIONS REPORTS:

Class C Licensed Operator/Field Operations:

Steve S. thanked the board and members for their patience and their outstanding support and wanted to recognize Jason Smith, License C. Operator and Earnie M., License C. Operator out of Yancy for their work on our system which is pivotal in

keeping the water flowing.

ANNUAL Production:	
(in gallons)	
Lantana	Well #3 6,662,679
	Well #4 4,806,857
Riverview	Well #1 3,903,023
Oak Bridge	Well #5 487,618
	Well #6 1,954,053
	Well #7 2,390,184
Perennial	9,883,022

Steve S. went on to discuss the infrastructure upgrades and informed us that the project at Perennial which was the installation of a new manifold was complete. It does not tie into our system but it is a PWS that BRRWSC is responsible for and we are bound by TCEQ standards. Currently the three systems that run in our subdivision, one is still gravity fed which is Lantana and the other two are pressurized systems which is Oak Bridge and Riverview. One of the biggest challenges this year was tackling over 20 leaks. If there is more than two repairs in a 10' to 20' section, we replaced them completely. Our new connectors are more expensive but commercialized and better for our system. Approximately 350k gallons of water loss occurred due to those leaks. The other upgrades and improvements that were made to our system was that Oak Bridge switched to chlorinated gas. He noted that chlorinated gas is more stable and more consistent and we are able to maintain levels. State regulations are .2 to 4.0. Our daily residuals are around .24 to .25. All of our systems are now on chlorinated gas. We did find some anomalies within our system during testing. We send weekly testing and resolved those anomalies. Regarding the two TCEQ dockets that were pending for 2023 and 2024, we have resolved those and are in compliance.

Referring back to the 20 plus leaks, most major leaks were previous leaks that were repaired, only three were actual new leaks. He noted that evening repairs are preferable and that we work diligently to avoid an 8 hour or longer repair that would cause us to go under a "boil water notice". Valve replacements throughout the system are occurring and Oak Bridge specifically is also undergoing a pump replacement. Infrastructure improvements continue to occur and renewing our source of supply and parts on hand are occurring as well. Usage and consumption is commendable by our members. Increasing our water storage capacity is a priority and will help alleviate our Level IV water restrictions. We are also working to expand our facilities which would provide storage capacity and office space for BRRWSC and the 2025 Budget reflects this expansion.

- **Office Operations:** Due to scheduling issues, Vera M. reported on the Office Operations on behalf of Mr. Bolte, Office Manager. Vera M. reported that Mr. Bolte comes with much accounting and administrative experience. He continues to train on our billing and payment systems such as RVS and PSN and also is learning how to import reports from the KAMPSTRUP meter reading system into RVS. He has shown proficiency in using QuickBooks accounting software and has demonstrated a willingness to learn everything necessary to manage the BRRWSC office efficiently.

Open Public Forum:

Vera M. opened up the floor to Public Comments. She reminded members that there will be a 3 minute limit.

Membership Comments:

- Randy Dougherty stated that the BRRWSC website would be a good place to post links to our progress and operations reports for customers to see. Vera M. stated that our office manager will be working on pulling reports to post onto our website as well.

- Doug Saathoff stated that most of his questions had been answered throughout the meeting. He wanted to know regarding our office space and new construction whether or not there would be any type of restrictions and regarding TCEQ requirements what are the water testing frequency requirements for testing our water. Steve S. restated that we are at a Level IV water restrictions that are listed in the tariff on the website and that we cannot restrict building just who can have water at certain time through Resolution 25-1. It is a TCEQ requirement to meet a certain amount of flow of gallons per minute per meter. Water quality can be tested outside of the spigot if it is requested but it is not the norm. Testing is done daily and monthly and documented from our designated testing sites. Ideally we are not responsible beyond BRRWSC meter. If we test good at our test site and well, ideally, the customer's water should be good.
- Tammy Altwater stated that when they moved into River Ranch subdivision, they had to make a deposit of \$500.00 and she would like to know where that money is located. Vera M. stated that that money is listed as a Membership Fee and is held in an account listed as Membership Fee and it is listed in the 2025 Budget.
- Joan Hutchinson had a question regarding Stage IV but the board had answered it. She commented that she sees a light at the end of the tunnel. Steve S. reiterated her point that once we expand our water storage that our restrictions can ease up as well as meet TCEQ requirement. She asked for clarification on whether 2025 Budget was proposed or approved. Vera M. stated that it was approved. She also made a statement about expenses. Rod G. clarified her question on the No Rebates for catchment system.

REPORT OF ELECTION:

Rod G. announced that he was stepping down from the board due to health reasons and stated that he enjoyed his time on the board and learned a lot and made good friends and appreciated Steve S., Vera M., and Dave K. for stepping forward and being part of the board and encouraged members to participate and be part of the solution. They bring a lot to the table. The board presented Rod G. with a gift for his time and effort on the board. Report of Election resumed and Vera M. reported that there were two open seats in 2025 Election, Place #4 & Place #5 and the two eligible candidates ran unopposed. She respectfully requested that the board approve, via resolution and the Board Resolution for Election 2025 dated April 5, 2025 was read and resolved that the company decided to declare the candidates elected for the two open seats for 2025 Election. The two candidates are Dave Kelley for Place #4 and Tom Cook for Place #5.

MOTION:

Rod G. made a motion that the board cast and accept the new electees. The motion was seconded by Steve S. The board voted unanimously to approve the motion, and the motion passed.

ADJOURNMENT: (11:27a.m.)

Rod G. made a motion to adjourn the meeting and the motion was seconded by Steve S. The board voted to approve the motion, and the motion passed unanimously.

The next Regular Board Meeting will be held on Thursday, May 8th, 2025, at 6 p.m.

BRRWSC PRESIDENT

Vera Mendoza _____

BRRWSC VICE-PRESIDENT

Steve Sander _____