

BANDERA RIVER RANCH WATER SUPPLY CORPORATION
161 Broken Spur Cir, Bandera TX 78003 BOARD MEETING
June 25th, 2026, 6:00 pm

DIRECTORS PRESENT WERE: Vera Mendoza, Steve Sander, Dave Kelley

OTHERS IN ATTENDANCE WERE: Jeff Bolte, Gary Albrecht, Ernest DeWinne, Eddie Mejia, Gloria Mejia, Joan Hutchinson, Susan Hays, Tom Kickler, JoAnn Kickler, Nancy Butler

There being a quorum present, the meeting was called to order by Board President Vera M. at 6:02 pm on June 25th, 2026.

MINUTES: Were presented

MOTION: Dave K. moved the minutes for May 21st, 2026 be accepted. Steve S. seconded. The motion passed.

PRESIDENT'S REPORT: (Vera M.)

During the months of April/May:

1. Began with a staff meeting on 06/08/26 and reviewed board meeting business with regards to motions made and any other pertinent information for our office manager as well as reviewed pending items and discussed upcoming business needed for completion
2. We submitted AIA Pre-Renewal form due June 15th, 2026 for Worker's Compensation form. Completed.
3. Spoke with William White, Circuit Writer from Texas Rural Water Association on 05/04/2026 and he will be meeting with us at the end of the year with the Annual Rate review once we complete the 2027 Budget. Topics of discussion: document filings, upcoming rate review, & and the technical conference in Galveston
4. Work with legal on items & document filings.
5. Finalized the IT Services Contract with Jody Williams, IT Consultant. He will be coming in on July 20, 2026.
6. We still have some pending required information that is needed for submission to TCEQ. We had a CIS TCEQ Inspection on April 7, 2026, 9am and they required updates to our service agreement, driller's Log, and other items. Also, submitted to Mr. Jacob Patel lab readings for January 2025 – May 2026 for an Exemption from June 22, 2023. Appears UGRA Laboratory system is not submitting correctly. Due 06/22/26 Pending notice due 09/11/26.
7. Continued periodic BRRWSC communications with members and board through mail, email, call multiplier, and website. Website software backups occurred as well.

TREASURER'S REPORT: (Vera M.)

1. Cash flow statement in cash \$1303.53
2. Balance Sheet shows in Total Checking/Savings- we went from \$547,272.92 in May 2025 to \$550,939.51 a \$3,666.59 increase; that is a stable number. Accounts Receivable shows recovery of what is owed thanks to our office manager working diligently to collect. We went from \$36,829.01 in May 2025 to \$36,244.47 in May 2026 which is about average.
Under Total Current Assets \$595,635.97 in May 2025 to \$601,744.84 in May 2026 showing a \$6,108.87 increase. Almost \$600,000 to pay debt.
Total Current Liabilities went from 7,069.33 in May 2025 to \$134,453.40 in May 2026 due to the commitment of infrastructure improvement of the storage tank. Total Liabilities in May 2025 \$1,031,055.48 to \$1,131,798.45 for May 2026. Our financial position is stable.
3. Profit & Loss- Sales Income-Subdivision shows we budgeted \$30,800 and we brought in \$28,506.43. Repairs & Maintenance budgeted \$2585.00 and did \$4,816.90 for May 2026. \$6,541.80. Net income (NI) which under \$8,156.75 under budgeted with \$3,338.79 for May 2026.

MOTION: Dave K. moved to accept the treasurer's report. Steve S. seconded. The motion passed.

OPERATIONS REPORTS: (Steve S.)

Class C Licensed Operator/Field Operations:

Production: (in gallons)	
Lantana	713,932
Riverview	267,607
Oak Bridge	400,591
Perennial	58,313

1. We have no new meter installs; the last were completed.
2. We had leak repairs on River Ranch and Red Bud Cir.
3. Performed routine upkeep and maintenance around all plants.
4. Awaiting two concrete bids for the installation of the 125k gallon tank going in at Oak Bridge.

Office Operations: (Jeff Bolte)

1. Builder for 499 North Star has a past due amount of \$261.33 and has been called, spoken in person, and sent a Past Due Notice. Fees are accruing due to monthly service fees.
2. Bank Reconciliations are up to date to May 31st, 2026.
3. Learned about a new software to replace Quickbooks called "Center Point Accounting which is in the same building as RVS during last month's training on RVS in Tyler, TX on May 5-6th. Will survey this software in July. (Cost for 2 years is \$9300.99 with support, conversion, \$2,500 down w/\$391.64 for 24 months for installment plan. However we renewed with QB until May 2027.
4. Customer that was incorrectly billed for 5 years for a 1" meter totaling \$3,454.32 has been reimbursed by crediting his bill with \$754.32 and a check for \$2,700.00. Resolved.
5. Moving diligently to get customers on E bills off of a paper bill due to the increase of postage to 78 cents. Went from 140 customers to 192 customers now on ACH.
6. Will need to consider moving money out of Money Market back into CD due to interest rate drops. The next payment for the tank will have to come out of a money market or CD.

Unfinished Business:

Infrastructure & Property Acquisition (Steve S.)

1. Awaiting quotes from atleast three concrete companies. One company will have to revise their quote of \$34,000 due to them making add-ons that were not required by the wet stamp. The other two companies are out of Helotes and outside Bandera.
2. Regarding the tank, a 50% deposit down has been made to Contain Water Systems. This gives us a timeline of 10 weeks. An engineering test was done on the land at Oak Bridge to give us the ability to see what we are building on so it matches the wet stamp. Vera M. reminded the board that the new storage tank will need to be covered by our insurance before it is installed.

Technology Services (Vera M.)

1. Contract is signed with TECHNOLOGY SERVICES, Jody Williams. His services will begin July 20, 2026. Total \$265.00 monthly for a three year contract.

TCEQ Update (Vera M.)

1. Resolved an old exemption from June 22, 2023 due 06/22/26. They wanted lab readings from January 2025 – May 2026. The Upper Guadalupe River Authority laboratory systems was only uploading partial readings to TCEQ. I resubmitted before the required deadline. Our License C Operator, myself and VP of Operations have worked diligently to stay in compliance. We had incurred close to \$5,000 in fines for violations due to former License B Operator and former board not staying in compliance. (2023 Docket and 2024 Docket)

Credential Committee (Steve S.)

1. Three applicants applied and the committee reviewed the applications and made their recommendation to the board based on a check system. Based on their recommendations, the board will make its final decision during executive session..

New Business:

Termination of Tenancy (Vera M.)

1. Vera M. reported that they received a termination of tenancy letter dated May 20, 2026 by DRROA with an exit date of June 22, 2026. BRRWSC is looking for a new office space. It was recommended that any questions by members regarding the reason for this termination letter be directed to DRROA.

Bank Resolution (Vera M.)

1. This resolution will be needed to remove our former treasurer Tom Cook from Bandera Bank and Texas Partners Bank.

MOTION: Dave K. moved to remove Tom Cook off of our bank accounts from Bandera Bank and Texas Partners Bank. Steve S. seconded. The motion passed.

Tariff Items (Vera M.)

1. We received a Petition of Variance request from Perennial Vacation Club. We will discuss details during executive session.

Membership Comments:

Susan Hayes

She is seeking reimbursement for a plumbers bill of \$225.00 after receiving a call from our office manager regarding an alert for high water usage. She provided the board with a summary and the board resolved to discuss the issue during executive session.

Executive Session: 7:07pm

The board approved a Petition of Variance, approved a new board member Gloria Mejia, and tabled a customer issue until further information is provided to the board.

MOTION:

Dave K. moved to adjourn. Steve S. seconded. Unanimous agreement to adjourn at 7:55pm. The next regular board meeting will be held on Thursday, July 16th, 2026 at 6:00pm

BRRWSC President,

Vera Mendoza_____

BRRWSC Secretary,

Dave Kelley_____