

RICARDO WATER SUPPLY CORPORATION
Regular Meeting Minutes
May 12, 2020
(This meeting was held remotely by phone and Zoom.)

Board Members Present:

Baldemar Garcia
Robert Zavala
Frank Escobedo
James Fischer
Oliver Hinojosa
Timothy Robertson

Board Members Absent:

Robert Garza

Staff Present:

Carola G. Serrato
Frances De Leon
Jo Ella Wagner
Armando Yruegas

Guests Present:

None

1. Call to Order.

Board President Baldemar Garcia called the Regular Meeting of the Ricardo Water Supply Corporation Board of Directors to order at 5:31 p.m. A quorum was present.

2. Citizen comments.

Mr. Garcia opened the floor to citizen comments. No citizen comments were made.

3. Approval of Minutes.

Mr. Robertson made a motion to approve the minutes of the April 14, 2020 Regular Meeting as presented. Mr. Escobedo seconded and the motion carried.

4. Treasurer's Report/Payment of Bills.

The following financial reports were presented for Board review and approval:

Treasurer's Report as of March 31, 2020

Account Activity for General Account for March 1, 2020 to March 31, 2020

Account Activity for Operations Account for March 1, 2020 to March 31, 2020

TEXPOOL Participant Statement for 03/01/2020 – 03/31/2020 for General Account

TEXPOOL Participant Statement for 03/01/2020 – 03/31/2020 for Membership Deposit Account

TEXPOOL Participant Statement for 03/01/2020 – 03/31/2020 for USDA Reserve Account

TexSTAR General Account Statement for 03/01/2020 – 03/31/2020

The following bills were presented for payment:

STWA Invoice S20-054 \$29,416.66
March 2020 Water Usage, Water Cost and Handling Charge

STWA Invoice S20-055 \$21,967.55
March 2020 General and Administration

STWA Invoice S20-058 \$ 6,335.81
March 2020 Taps and Repairs

STWA Invoice S20-067 \$ 281.49
March 2020 Reimbursements

A motion was made by Mr. Zavala and seconded by Mr. Escobedo to approve the Treasurer's Report and payment of the bills. The motion carried.

5. All matters pertaining to TxDOT Upgrades on US 77/I69 at CR 2120/FM 772 and US77/I69 and from CR 2130 south to CR 2230.

- Joint bidding
- Consultant Selection

Ms. Serrato reported that on May 4th O&M Supervisor Armando Yruegas and Field Supervisor Dony Cantu met with representatives from LNV and Bridges Specialties to review the tie-in locations and elevations at the CR 2120 crossing and also discussed the relocation of an isolation valve. She also reported that she attended a teleconference meeting on April 27th on the proposed projects south of CR 2130 and provided minutes from the teleconference. Two items that arose during this meeting are selection of an engineer and whether utilities are willing to participate in a joint bid which would result in a State contractor making the necessary adjustments. RWSC would pay upfront for its share of the costs. Ms. Serrato explained she did not believe RWSC will be reimbursed because with the exception of the Dollar General location, these locations are highway crossings without entering into a private easement. She added the Board could either publish a Request for Qualifications or select an engineering firm for the project. She stressed that the engineering consultant would play an important role in working and negotiating with TxDOT. She added that LNV has indicated that their firm is available to work on this project. Mr. Garcia stated that he agrees with working with LNV. Mr. Zavala made a motion to authorize staff to secure a contract for services with LNV Engineering and notify the State that RWSC is open to joint bidding but would like additional information on the process. Mr. Robertson seconded. The motion passed by unanimous vote.

6. COVID-19 Payment Plan.

Ms. Serrato stated that in response to the COVID-19 pandemic, the office lobby and drive-thru window remain closed to the public and check or money order payments are being accepted in the night drop box and by mail. As previously reported, disconnections have not been performed. She presented information on accounts that are in arrears and a proposed payment

plan and letter to customers for the Board's review. She stated that legal counsel Bill Flickinger states that none of his clients have begun performing disconnections. She read the letter aloud and requested the Board's input on the length of the payment plan and timeline for applying a deadline. If approved by the Board, the letter will be mailed out either May 13th or 14th. Mr. Zavala made a motion to authorize sending the letter to accounts in arrears offering a payment plan of six months to make payments on the past due balance with a down payment of 1/6th of the past due balance plus the current bill due at the time of agreeing to the payment plan and a deadline of 5:00 p.m. on June 1st to enter into the payment plan. Mr. Hinojosa seconded and all voted in favor. Ms. Serrato stated that she would like the Board to review this again in a month to see if eligible accounts entered into a payment plan and how many more accounts have become past due.

7. Report on Ricardo Volunteer Fire Department and lockable flush valves versus standard ball valves.


Mr. Garcia said he started looking into and pricing various lockable valves and found an adjustable ball valve lock for ½" to 2" ball valves at Fastenal. The devices are sold online at a cost of \$227.50 for a case of six and are made of thermoplastic and built for harsh environments. Mr. Garcia added that this cost seems more economical than replacing valves and noted that installing the lock out devices should not tie up as much manpower. Ms. Serrato responded that staff could look into purchasing six and trying them out to see how well they work. The Board agreed to the purchase by consensus.

Mr. Garcia also pointed out that during the week that the burn ban was lifted by Kleberg County in April, there was a brush fire on US 77 at CR 2170. Ms. Serrato stated that the Ricardo Volunteer Fire Department reported using 1,150 gallons at a brush fire on US 77 on April 8, 2020. In response to Board comments that it appears the usage may have been more than the amount reported, Ms. Serrato stated that she would send an email to the RVFD asking about the usage and will copy the Board on it.

8. Adjournment.

With no further business to conduct, Mr. Zavala made a motion to adjourn the meeting at 6:31 p.m. Mr. Hinojosa seconded and all voted in favor.

Respectfully submitted,


Frances De Leon
Assistant Secretary