

RICARDO WATER SUPPLY CORPORATION  
Regular Meeting Minutes  
April 10, 2018

Board Members Present:

Baldemar Garcia  
Robert Zavala  
Oliver Hinojosa  
James Fischer  
Robert Garza

Board Members Absent:

Kathy Brown  
Briseida Mendoza

Staff Present:

Carola G. Serrato  
Frances De Leon  
Jo Ella Wagner  
Jacob Hinojosa

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 7:15 p.m. at the STWA Boardroom in Kingsville, Texas. A quorum was present.

2. Citizen comments.

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

3. Election of officers.

Mr. Zavala made a motion to re-elect the current slate of officers. Mr. Garza seconded. All voted in favor.

The slate of officers remains unchanged as follows:

President – Baldemar Garcia  
Vice-President – Robert Zavala  
Secretary/Treasurer – Oliver Hinojosa

4. Approval of Minutes.

Mr. Garza made a motion to approve the minutes of the February 26, 2018 Regular Meeting as presented. Mr. Hinojosa seconded and the motion carried.

5. Treasurer's Report/Payment of Bills.

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

Corrected Treasurer's Report as of January 31, 2018

Account Activity for Operations Account for January 1, 2018 to January 31, 2018

Treasurer's Report as of February 28, 2018

Account Activity for General Account for February 1, 2018 to February 28, 2018

Account Activity for Operations Account for February 1, 2018 to February 28, 2018

TEXPOOL Participant Statement for 02/01/2018 – 02/28/2018 for General Account

TEXPOOL Participant Statement for 02/01/2018 – 02/28/2018 for Membership Deposit Account

TEXPOOL Participant Statement for 02/01/2018 – 02/28/2018 for USDA Reserve Account

The following bills were presented for payment:

STWA Invoice S18-037 \$15,440.36  
February 2018 Water Usage, Water Cost and Handling Charge

STWA Invoice S18-038 \$14,521.46  
February 2018 General and Administration

STWA Invoice S18-041 \$ 4,456.06  
February 2018 Taps and Repairs

STWA Invoice S18-054 \$ 1,859.96  
Payroll expense for Part-time Employee for January, February and March 2018

STWA Invoice S18-056 \$ 366.59  
Payroll expense for Stand By for January 3, 2018 through March 28, 2018

STWA Invoice S18-058 \$ 355.66  
Reimburse for T-1 circuit (01/19/2018 through 03/19/2018)

Ms. Serrato pointed out that a corrected January 2018 Treasurer's Report was being presented due to a deposit that was added at the end of January. A motion was made by Mr. Hinojosa and seconded by Mr. Zavala to approve the Treasurer's Report and payment of the bills. The motion carried.

6. Appointment of Credentials Committee.

Mr. Garza made a motion to re-appoint Mr. Oliver Hinojosa, Ms. Briseida Mendoza and Mr. Robert Wagner to the Credentials Committee. Mr. Zavala seconded and all voted in favor.

7. Report on King Junior Estates, 24 lots, located on FM 772 – Developer Medina River Estates, LLC.

Ms. Serrato stated that Mr. Wiley McIlwain informed her that he is out of town and would not be attending this meeting. She informed the Board that during the most recent discussions, Mr. McIlwain informed her that the project will not be expanded but he stated that lots 2, 13 and 14 have been sold and requested service to these lots as soon as possible and suggested boring the road at each of these lots to provide service. She explained to him that any changes would require another developer analysis and service will not be available to the subdivision until all requirements are met and a contract to service the subdivision is approved by the Board. Ms. Serrato added that she has discussed the matter with legal counsel Bill Flickinger who advises that the Corporation continue adhering to the policies and procedures that are in place. If the Board decided to accommodate Mr. McIlwain's request, it would require a special contract with stipulations about the remaining lots. Mr. Garcia commented that it is up to the developer to provide the necessary information to move forward and that the Corporation should continue following its policies. The Board agreed by consensus not to make allowances for the request and to proceed with requiring payment and execution of the drafted Developers Contract.

8. Quotes for purchase of handheld computer devices.

Ms. Serrato distributed additional information on handheld devices from Significant Digits, Inc. (SDI) including a quote for four devices and accessories at a total of \$9,465. There is an additional \$550 annual renewal fee for the software license and support agreement after the first year. The Board requested further information on projected compatibility of the operating system and references from other companies that have used the devices. Ms. Serrato agreed to request the information for presentation at the next Board meeting.

9. TxDOT improvements on US 77 south of Kingsville.

The Board reviewed preliminary plans for the proposed TxDOT improvements on US 77 south of Kingsville where RWSC 12" waterline crosses the highway. Ms. Serrato reported that she attended a meeting on March 23<sup>rd</sup> and requested an aerial overlay of the 12" waterline crossing in order to gain a better understanding of the impact on RWSC's waterline. She stated that at this point it is unclear how deep the waterline is and if additional casing will be required. She added that she will make it clear to TxDOT that permits were acquired during construction of the waterline without TxDOT indicating that future highway construction would affect the waterline. She said she would share additional information with the Board as it becomes available.

10. Update on installation of SCADA system.

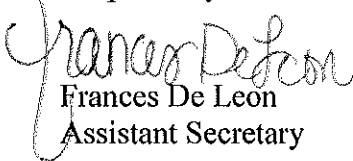
Ms. Serrato stated that she has been in contact with Mr. Sherrel Mercer regarding concerns over anchoring of antenna poles at Pump Station 2 and Pump Station 3 and about the location of the tap on the suction line at Pump Station 3. She provided copies of Mr. Mercer's responses acknowledging that anchoring of the poles has been addressed and asking for suggestions from field staff on an alternate location for the tap. Ms. Serrato added that although Mercer

Construction is working on other projects for STWA, work continues on the Corporation's SCADA system.

11. Adjournment.

With no further business to conduct, Mr. Zavala made a motion to adjourn the meeting at 7:48 p.m. Mr. Garza seconded and all voted in favor.

Respectfully submitted,

  
Frances De Leon  
Assistant Secretary