

RICARDO WATER SUPPLY CORPORATION  
Regular Meeting Minutes  
April 14, 2020

Board Members Present:

Baldemar Garcia  
Robert Zavala  
Oliver Hinojosa  
James Fischer  
Robert Garza  
Timothy Robertson

Board Members Absent:

Frank Escobedo

Staff Present:

Carola G. Serrato  
Frances De Leon  
Jo Ella Wagner

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 5:40 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 by acclamation. Mr. Robertson 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. Robertson made a motion to approve the minutes of the March 3, 2020 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:

Treasurer's Report as of February 29, 2020

Account Activity for General Account for February 1, 2020 to February 29, 2020

Account Activity for Operations Account for February 1, 2020 to February 29, 2020

TEXPOOL Participant Statement for 02/01/2020 – 02/29/2020 for General Account

TEXPOOL Participant Statement for 02/01/2020 – 02/29/2020 for Membership Deposit Account

TEXPOOL Participant Statement for 02/01/2020 – 02/29/2020 for USDA Reserve Account

TexSTAR General Account Statement for 02/01/2020 – 02/29/2020

The following bills were presented for payment:

STWA Invoice S20-046 \$ 47.30  
February 2020 Office Supplies and Shredding Reimbursements

STWA Invoice S20-040 \$22,595.66  
February 2020 Water Usage, Water Cost and Handling Charge

STWA Invoice S20-041 \$17,780.95  
February 2020 General and Administration

STWA Invoice S20-044 \$ 7,222.09  
February 2020 Taps and Repairs

STWA Invoice S20-060 \$ 418.28  
Payroll expense for Part-time Employee for January, February and March 2020

STWA Invoice S20-062 \$ 366.96  
Payroll expense for Stand By Pay for January 1, 2020 through March 25, 2020

STWA Invoice S20-064 \$ 996.10  
Reimburse for Fiber optic phone service (12/19/19 through 03/19/20) and High Touch  
Technology support (01/01/20 through 03/31/20)

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

6. Appointment of Credentials Committee.

Mr. Hinojosa made a motion to appoint Mr. Oliver Hinojosa, Mr. Frank Escobedo and Mr. Robert Wagner to the Credentials Committee. Mr. Zavala seconded and all voted in favor.

7. All matters pertaining to TxDOT Upgrades on US 77/I69 at CR 2120/FM 772 and US77/I69 and new notice for section from CR 2130 south to CR 2230.

Ms. Serrato reported that she received notice of upgrades in a new section of US77/I69 from CR 2130 to CR 2230. The changes involve ditch line work that could impact RWSC's waterlines which may need to be lowered. Ms. Serrato stated that she would keep the Board updated on the project. No action was taken by the Board.

8. Water Supply and Development Contract – Silva Estates, Cesar Silva, Developer.

The Board reviewed the Water Supply and Development Contract for Silva Estates. Ms. Serrato stated that the developer fees have been paid. Mr. Zavala commented that there are already houses built on the property. Ms. Serrato responded that the developer, Mr. Cesar Silva, is aware that that there will be no service until the necessary fees are paid.

9. Resolution 20-03. Resolution authorizing the Ricardo Water Supply Corporation President to enter into a Water Supply and Development Contract with Cesar Silva, Developer, for Silva Estates.

Mr. Zavala made a motion to adopt Resolution 20-03. Mr. Hinojosa seconded. The motion passed unanimously.

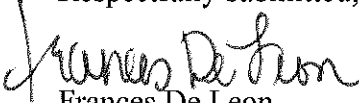
10. COVID-19 Response and Operation Changes.

Ms. Serrato stated that in response to the COVID-19 pandemic, the lobby and drive-thru window have been closed to the public as of March 23<sup>rd</sup> and payments by check or money order are being accepted through the night drop box or by mail. As of March 30<sup>th</sup>, several office employees have started working from home. Disconnections were not performed due to the situation and since then, the PUC has issued an order prohibiting disconnection of utilities. Ms. Serrato added that the Corporation's collections are currently at 79% and asked for the Board's authorization to start working on a payment plan for customers who are not able to make payments during this time. She suggested that payments could be spread over a six-month period in addition to payments for the current water bills. The Board agreed by consensus to authorize staff to work on a payment plan. Ms. Serrato said she would present the payment plan at the next meeting.

11. Adjournment.

With no further business to conduct, Mr. Robertson made a motion to adjourn the meeting at 5:56 p.m. Mr. Zavala seconded and all voted in favor.

Respectfully submitted,

  
Frances De Leon  
Assistant Secretary