

RICARDO WATER SUPPLY CORPORATION  
Regular Meeting Minutes  
October 5, 2021

Board Members Present:

Baldemar Garcia  
Robert Zavala  
Oliver Hinojosa  
Frank Escobedo  
James Fischer  
Robert Garza  
Tim Robertson

Board Members Absent:

None

Staff Present:

John Marez  
Jo Ella Wagner  
Frances De Leon  
Dony Cantu

Guests Present:

Earl Anderson

1. Call to Order.

Board President Baldemar Garcia called the Regular Meeting of the Ricardo Water Supply Corporation Board of Directors to order at 5:30 p.m. A quorum was present.

2. Citizen comments.

Mr. Garcia opened the floor to citizen comments. Mr. Earl Anderson introduced himself and stated that he is new to the area and was attending the meeting in order to become involved in the community.

3. Approval of Minutes.

Mr. Robertson made a motion to approve the minutes of the July 27, 2021 Regular Meeting as presented. Mr. Escobedo seconded. Mr. Zavala pointed out that Item 11 of July 27<sup>th</sup> minutes showed that Mr. Marez had been appointed by the Board as General Manager effective upon South Texas Water Authority hiring Mr. Marez as Executive Director. However, he questioned whether that decision was valid since the STWA Board hired Mr. Marez as Administrator instead of Executive Director. After further discussion, the Board requested that the item be placed on the next agenda for clarification. All voted in favor of approving the minutes as presented.

4. Treasurer's Report/Payment of Bills.

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

Treasurer's Report as of June 30, 2021

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Account Activity for General Account for June 1, 2021 to June 30, 2021  
Account Activity for Operations Account for June 1, 2021 to June 30, 2021  
TEXPOOL Participant Statement for 06/01/2021 – 06/30/2021 for General Account  
TEXPOOL Participant Statement for 06/01/2021 – 06/30/2021 for Membership Deposit Account  
TEXPOOL Participant Statement for 06/01/2021 – 06/30/2021 for USDA Reserve Account  
TexSTAR General Account Statement for 06/01/2021 – 06/30/2021  
Treasurer's Report as of July 31, 2021  
Account Activity for General Account for July 1, 2021 to July 31, 2021  
Account Activity for Operations Account for July 1, 2021 to July 31, 2021  
TEXPOOL Participant Statement for 07/01/2021 – 07/31/2021 for General Account  
TEXPOOL Participant Statement for 07/01/2021 – 07/31/2021 for Membership Deposit Account  
TEXPOOL Participant Statement for 07/01/2021 – 07/31/2021 for USDA Reserve Account  
TexSTAR General Account Statement for 07/01/2021 – 07/31/2021  
Treasurer's Report as of August 31, 2021  
Account Activity for General Account for August 1, 2021 to August 31, 2021  
Account Activity for Operations Account for August 1, 2021 to August 31, 2021  
TEXPOOL Participant Statement for 08/01/2021 – 08/31/2021 for General Account  
TEXPOOL Participant Statement for 08/01/2021 – 08/31/2021 for Membership Deposit Account  
TEXPOOL Participant Statement for 08/01/2021 – 08/31/2021 for USDA Reserve Account  
TexSTAR General Account Statement for 08/01/2021 – 08/31/2021  
Water Loss Computation – March 9, 2021 through April 8, 2021  
Water Loss Computation – April 8, 2021 through May 7, 2021  
Water Loss Computation – May 7, 2021 through June 8, 2021  
Water Loss Computation – June 8 2021 through July 9, 2021

The following bills were presented for payment:

STWA Invoice S21-128 July 2021 Water Usage, Water Cost and Handling Charge	\$21,593.10
STWA Invoice S21-129 July 2021 General and Administration	\$18,072.43
STWA Invoice S21-134 July 2021 Taps and Repairs	\$ 7,223.19
STWA Invoice S21-141 August 2021 Water Usage, Water Cost and Handling Charge	\$32,263.02
STWA Invoice S21-142 August 2021 General and Administration	\$17,809.33
STWA Invoice S21-147 August 2021 Taps and Repairs	\$13,916.58

A motion was made by Mr. Hinojosa and seconded by Mr. Garza 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 from CR 2130 south to CR 2230.

Mr. Garcia stated that Mr. Robinson heard that TxDOT is scheduled to begin roadwork in January. Mr. Marez reported that he is scheduled to meet with a TxDOT representative and project engineer and will provide an update to the Board. He had nothing further to report.

6. Discussion and Action on Texas Water Development Board Loan Application for Reimbursement of Waterline Adjustments and Improvements to Corporation Facilities.

Ms. Wagner reported that information is still being gathered and no timeline has been made available.

7. Leak on transmission line on CR 1030 and update on replacement of line.

Staff reported that two leaks were repaired on the CR 1030 transmission line on August 27, 2021. Field staff spent ten hours on the repairs and filling tanks at Pump Stations #1 and #2 to avoid having customers without service. As work progressed, the waterline kept splitting and Bridges Specialties, Inc. was contacted to install a new 5-foot section of 14" PVC pipe to replace the corroded pipe at a cost of \$4,500. The line is still experiencing a slow leak. Bridges recommends replacing the entire 20-foot joint and provided a \$7,500 proposal for this service. Ms. Wagner has contacted Ms. Roxanne Sandoval about grant funds for the repair. Ms. Sandoval stated that the process takes time and emphasized not to repair or replace any large portion of the line prior to receiving grant funding. Ms. Sandoval also noted that the transmission line is designated as high priority in the grant funding process. After reviewing the Bridges proposal, Mr. Zavala made a motion to approve the proposal in the amount of \$7,500. Mr. Escobedo seconded the motion and all voted in favor.

8. Update on Texas 811 changes.

Mr. Marez reported that because of recent changes, the Texas 811 emergency locate policy now provides up to three hours for locaters to mark lines during emergency situations. He stated that he wanted to make the Board aware of the changes since, in some cases, crews might have to wait up to three hours to begin excavations on repairs. No action was taken by the Board.

9. Update and discussion on drone request.

Mr. Marez stated that he received a request from Lucas V. Perez of Badbird Aerial Data LLC to perform a test inspection on the Pump Station #2 water tower on CR 2170. The information collected would be shared with RWSC. The collected data would also be used for in house training and would not be made public. The inspection should take no more than one hour and would be performed from the street. Mr. Garcia stated that he did not have a problem with this type of inspection. Mr. Zavala asked about the possibility of getting an inspection of the tower at

Pump Station #1 and Mr. Marez stated that he would ask about that. The Board discussed liability issues and Mr. Marez agreed to reach out to Mr. Perez to make sure that a document waiving liability would be made available. No action was taken by the Board.

10. Update and discussion of RWSC Emergency Preparedness Plan.

Mr. Marez presented an Affected Utility Notification Letter from TCEQ. He explained that recent legislation requires that affected utilities provide emergency operations of their water system during extended power outages lasting more than 24 hours. RWSC will be required to submit an Emergency Preparedness Plan (EPP) to TCEQ by March 1, 2022. Staff has attended training on preparation of the EPP and there is additional training available. Mr. Marez stated staff will work on completing the EPP and will present it to the Board for review before submitting it to TCEQ.


11. Update – RWSC Communication Plan.

Mr. Marez stated that he wanted to address a plan for communicating with the Board on issues of concern. Mr. Garcia stated that a phone call is fine with him when a quick answer is needed; however, if related to a project, he prefers an email be sent to the entire board. He added that reports on day-to-day matters are not necessary, but the Board agreed that they wanted to be notified of emergency or serious situations. Mr. Marez discussed the use of a reverse alert system and noted that the system used by River Hills seems like a good system. Mr. Zavala also noted that boil water alerts can be sent through the county's system.

12. Adjournment.

With no further business to conduct, Mr. Robertson made a motion to adjourn the meeting at 6:22 p.m. Mr. Zavala seconded and all voted in favor.

Respectfully submitted,

  
Frances De Leon  
Assistant Secretary