



Windermere Oaks Water Supply Corporation

424 Coventry Rd
Spicewood, Texas 78669

2019 - 2020 Board of Directors:
Joe Gimenez, President
Bill Earnest, Vice President
Mike Nelson, Secretary/Treasurer
David Bertino, Director
Norman Morse, Director

Windermere Oaks Water Supply Corporation (WOWSC) meeting held: Monday, April 15, 2019

2019 - 2020 Board Members Present: David Bertino, Bill Earnest, Joe Gimenez, Norman Morse, Mike Nelson

Minutes

The meeting was called to order at 6:04PM by Joe Gimenez. A quorum was established with all five Board Members present.

1. Review, consider and take action to approve minutes of prior meetings.
 1. Motion made and carried to approve March 9, 2019 Meeting – Annual Member Meeting minutes
 2. Motion made and carried to approve March 29, 2019 Meeting minutes
2. **MANAGER’S REPORT** – Review, discuss and take any appropriate action.
 1. Barge was repaired and returned to service March 27, 2019. Thank You George!
 2. George submitted claims on first portions of barge repairs to insurance. We have not yet received all repair invoices, example is anchoring.
 3. Customer Service Inspection project target completion date was end of March. To date, tests were performed for ~ half of the homes needing inspections. George plans to send a follow-up letter within the next couple of weeks after discussing status with the inspector for those homes which WOWSC has not yet received a completed inspection report.
 4. Van Eman is developing seven hanger lots in the southwest corner of the airport which created a 15ft to 20ft embankment for which there are plans to build a wall. Lloyd Gosselink attorney Mike Gershon plans to view the development within the week. Airport water flows naturally across WOWSC’s property towards Soda Creek in the southwest corner.
 5. CCN amendment: George has received all approvals.
 6. WOWSC Y2019 election documents PIA request: George has provided all election documents that he has.
 7. George has Texas Open Meeting Act training certificates for all Board Members and posted them on the website.
 8. Back-up generator discussion:
 1. 125kW Kohler natural gas unit quote = \$43.7K (generator + drive unit)
 2. 60kW Kohler natural gas unit quote = \$21.8K (generator + drive unit)
 3. ~17kW needed to run each distribution pump
 4. George estimates ~60kW for emergency power needed to operate two distribution pumps and transformer to distribute already treated water.
 5. George estimates ~125kW to run entire WTP (water intake, treat water, pump treated water)
3. **UPDATED TARIFF** -- Review, discuss and take any appropriate action including voting regarding the updated Tariff to include the PUC 3.6.19 approved CCN certificates and maps for water and sewer.
 1. Motion made and carried to approve updated tariff
 2. Expanded boundary line from original drawing to include all members
4. **MARCH FINANCIALS REVIEW** – Review, discuss and take any appropriate action.

1. Motion made and carried to approve March 2019 financial report
 2. Joe expects this year's legal fees to exceed the budgeted \$38,000 as the response to TOMA's appeal is guesstimated to run \$10,000 – \$20,000 and the board must employ Lloyd Gosselink for help with Public Information Act requests and other legal matters. Board will need to determine how best to handle the unbudgeted legal expense.
 3. Mike gave a quick review of WOWSC's cash flow since the rate increase in July 2018.
5. UPDATE ON REFINANCING BALLOON NOTE AND REVOLVING LINE OF CREDIT
1. Bill is working with a couple of banks to learn what's available
6. REPORT ON ATTENDANCE AT TEXAS RURAL WATER ASSOCIATION CONFERENCE. -- Review, discuss and take any appropriate action
1. Joe attended TRWA conference a few weeks ago.
 2. Joe attended a member communications presentation where it was recommended to respond to negative input quickly.
 3. Joe attended NEWGEN Strategies Financial presentation
7. REVIEW OF NEWGEN STRATEGIES FINANCIAL PLANNING AND POLICIES OFFERINGS - Review, discuss and take any appropriate action
1. NEWGEN Strategies helps boards with their financial planning
 2. Joe handed out Financial Management Cheat Sheet from CoBank
 3. NEWGEN's presentation included asking if the Organization has a policy describing how it will spend revenue generated from higher rates.
 4. Rate needs to cover expenses, emergency fund, capital projects, 8-9% margin.
 5. WOWSC's rate increase was less than what was recommended by the TRWA analysis.
 6. David estimated WOWSC's cost to treat water was \$10 per 1K gallons. David also mentioned the cost has reduced recently to \$8.5 per 1K gallon but was not certain why.
 7. Joe proposing Mr Rabon of NEWGEN give presentation to WOWSC board. Joe plans to arrange presentation with our Board.
 8. David believes TRWA can provide financial strategy guidance. Joe plans to arrange presentation with our Board.
8. PUBLIC INFORMATION OFFICER REPORT -- Briefing on recent and pending records requests under the Texas Public Information Act and take appropriate action to assign and clarify responsibility of Public Information Officer and other WOWSC representatives.
1. WOWSC has received ~40 PIA questions since March Y2019 which adds to WOWSC's legal expenses as inquiries and responses are reviewed by our legal team.
 2. WOWSC can have a public information coordinator, according to state laws. Joe has asked Dorothy Taylor to work as WOWSC's public information coordinator to help with gathering requested information. Dorothy asked to volunteer her time.
 3. Motion made and carried for Dorothy Taylor to work with Joe as WOWSC's PIA coordinator.
9. CERTIFICATIONS FOR TEXAS OPEN MEETINGS ACT – Report on current board compliance for June 7 deadline. Review, discuss and take any appropriate action
1. All Board Members have taken the Texas Open Meeting Act training and have certificates of completion. Certificates have been posted to WOWSC.org website.
10. Comments from citizens and members who have signed sign-up sheet to speak (3-minute limit per person).
1. Danny Flunker
11. New business and discussion and possible action on agenda for next meeting.
1. Keep generator on agenda
 2. Keep refinancing balloon note and revolving line of credit on agenda
 3. Keep financial planning on agenda: cash on hand, cash flow, emergency fund, capital projects, and financial plan

12. Set date, time, and place for next meeting
 1. Wednesday, May 8th, at 6:00PM, at WO Pavilion
13. Motion made and carried to adjourn at 6:55PM

Michael Ed Nelson

Submitted by: Mike Nelson
APPROVED BY WOWSC Board on May 8, 2019