

Oak Forest Water Supply Corporation
Regular Meeting
3740 Ranch Road 967, Buda TX
Tuesday, August 1, 2017
Minutes

Board of Directors: Nancy Ellsworth, Randy Hunt, Art Arizpe, and Will McManus
General Manager: Bren Locricchio

Nancy opened the meeting at 7:00 pm.

I. Review and Approval

- a. Minutes of regular meeting held on June 6, 2017 were reviewed. Art motioned to approve, Will seconded and the motion carried.
- b. The Financial Report dated July 31, 2017 was reviewed. Randy motioned to approve, Will seconded and the motion carried.

II. GM's Report

- a. Due to staffing issues, PGMS has been delaying the depositing and recording of payments. Bren asked Sharon to remove all late fees from customer accounts for last two months and asked Pat to get this ongoing issue resolved. Randy motioned to revise the tariff, extending the late fee due date from 16 to 30 days. Art seconded and the motion carried. Bren will change tariff, obtain signatures, submit to the Texas POC and notify PGMS.
- b. Loss of water pressure is a result of mainly power surges caused when energy use is high. PGMS is seeing this area-wide. Also, high use over the weekend and a neighbor's storage tank malfunction may have also contributed. All surrounding subdivisions use an auto dialer which notifies PGMS whenever a fail occurs. For the most part, this allows PGMS to remedy the situation before customers are even aware there is an issue. Randy motioned to have an auto dialer installed and Nancy seconded. The motion carried. Bren will set up phone lines and get auto dialer installed if PGMS doesn't follow through.
- c. Going forward, we will continue to use our website and shout outs as our primary notification system. The only notices that will be put on Nextdoor will be "Please refer to ofwsc.org for a current water update."
- d. PGMS has been asked to include "Keep informed! Sign up for water alerts at <https://www.oakforestwsc.org/>" on the next invoice.
- e. Due to the high number of claims, our insurance deductible going up to \$5,000 to high number of claims. This was totally expected.
- f. Both BSEACD and TCEQ Violations have been remedied by PGMS and Bren has spoken to Pat about the importance of timely reporting.
- g. Because the 2015 TRWA Conference was extremely beneficial and because there are new topics that we need to keep apprised of, Randy motioned that the cost of registration and one (1) night lodging for the 2017 conference be covered for any board member and Bren. Board will let Bren know by mid-August if they want to attend either the Dallas or San Antonio event. Will seconded and the motion carried.

III. Old Business

- a. Will reported that the audit is in progress.
- b. Randy, Dennis and Bren met last week to review the current PGMS contract to determine if both parties are meeting obligations and if there are any gaps.

IV. Close Meeting

- a. Randy motioned that the meeting be adjourned at 7:48 pm. Will seconded and the motion carried. The next regular meeting will be October 3, 2017 @ 7pm – 3740 Ranch Road 967, Buda TX

