

**Oak Forest Water Supply Corporation
Regular Meeting
3740 Ranch Road 967, Buda TX
Tuesday, December 5, 2017
Minutes**

Board of Directors: Dennis Carroll, Nancy Ellsworth, Randy Hunt, Art Arizpe
Guests: Phil Suitt, Pat King, Bren Locricchio

Dennis opened the meeting at 7:00 pm and motioned that we move on to item II b (Pat King). Randy seconded and the motion was approved. Dennis also welcomed the guests and thanked Phil Suitt for his years of service.

Pat King of PGMS spoke to the board about 2017 challenges including staffing turn-around and phone issues. He reported that deposits are being made in a timelier manner and will work with them about getting our invoices out to us on time. They are currently establishing backup and cross-training for personnel. He suggested that we move away from the credit card payment feature on their website and encourage users to set up ACH or bill pay through customer's financial institution. Brook oversees OFWSC customer service, Jennifer handles our invoicing and Sharon handles regulatory issues. Bren and Pat reviewed the TRWA meeting notes that required response from PGMS and all is in order.

Art motioned that the minutes of regular meeting held on October 3, 2017 be approved. Randy seconded and the motion passed.

Bren reviewed the Financial Report dated November 30, 2017. Dennis motioned they be approved. Will seconded and the motion passed.

Bren presented the final two fencing proposals. Randy motioned that the steel fence be used and Nancy seconded. The motion passed. Bren will submit the proposal to the ACC for approval before proceeding.

Bren reported that the 2018 Eminent Domain report has been submitted and accepted.

Bren reported that the Annual election letter went out on November 8, 2017. Dennis and Randy reviewed and signed the annual meeting announcement as well. Bren will file it.

Bren reported well 3 repairs and water outage. Repairs are complete and electrical panel breaker has been replaced. The water outage was due to a resident's broken line. Randy asked her to look into updating the well house system so that we can use an auto dialer that alerts PGMS when issues arise. She will contact Advanced Well Services as two other companies she contacted were not interested and PGMS was not able to find anyone either.

Dennis motioned to adjourn at 8:34 pm and Will seconded.

The next regular meeting will be February 6, 2018 @ 7pm – 3740 Ranch Road 967, Buda TX