

**Minutes**  
Monthly Board Meeting  
Chalk Bluff Water Supply Corporation  
**January 13, 2026**

The Board of Directors of Chalk Bluff Water Supply Corp. met in regular session at 6:00 PM. **TUESDAY, JANUARY 13, 2026**, at the Chalk Bluff Water Office, 6511 Gholson Road, Waco, Texas 76705 and via Zoom. The board reserves the right to take action on information items.

*Present in office: Lem Brown, President; Noah Smith, Vice President; John Engelke, Secretary/Treasurer; Board Members Vern Darlington, Don Raybold, Ed Butler; Jaime Rager, 1<sup>st</sup> Operator; Chance Bradbury, Field Supervisor; Elizabeth Clinard, Office Manager; Ally Frost, Office Assistant; Frank Stephens, SPI; Chris Key, SPI; Zeke Martinez, Homestead Heritage.*

*Present via Zoom: Kathleen Dow Atty, Buenger & Associates.*

1. Call to order: Lem Brown, President called the meeting to order at 6:00 pm and welcomed everyone.
2. Members/Board Members Concerns: Questions for the upcoming Annual Member Meeting.
  - Do we need another well and can we drill for one?
  - We are over the aquifer limit I believe reading recently - what happens if we don't come down?
  - Is that the reason for the rate increase to make people use less? Since we have plenty of cash on hand for repairs why else? Do we need to stop new meters?
  - Are you playing nicely with City of Waco on new plant so that we might get something out of this like additional water?
  - Do you think the City of Waco is playing the long game knowing we use too much water, the lot size restrictions, septic rules with county, the wastewater plant. Like forcing to ask for annexation because of water issues?

Board discussed members concerns for the Annual Meeting.

3. Information Items:
4. Kathleen Dow, Atty:
  - a. CBWSC CCN Update: Kathleen stated Homestead Heritage does not have a pending CCN.
  - b. Ross WSC CCN Update: Kathleen stated she will reach out to Ross WSC and advise we are agreeing to their purposed dual ccn without Homestead Heritage Water. Kathleen stated that the PUC changed staff attorneys and the report is due to the PUC by April.
  - c. Kevin Lander: Kathleen has requested an update from our insurance company attorney, and the insurance company attorney has also requested an update from Mr. Lander's attorney. There has been no response. The board asked Zeke if Homestead Heritage has reached out to RWSC to discuss the dual ccn between HH and RWSC. Zeke said they did not. HH needs to contact RWSC directly to discuss their purposed dual ccn with Ross.
5. SPI Engineering Update: Frank Stephens updated the board of directors on his report. 1. TCEQ agreed order was submitted. Once the order has been executed, CBWSC will have 6 months to complete the repairs or show that we are actively repairing the violations.2. No updates on the Homestead Heritage CCN. 3. STGWD should have an answer to additional water by late March. 4. Service pump capacity level see item 1. 5. SPI is actively working with Duff to get the salvaged model up to date. 6. Pinchback hydraulic investigation has been completed. 7. Grant, there are no current opportunities for CBWSC.

6. Consideration of November 2025 Minutes, November & December 2025 Director's Report and October & November 2025 Financials, [Pages 4, 5, 6 Omitted](#) (Consensus approval vote) Minutes were approved by a consensus vote with typo corrections. Financials were approved by a consensus vote.
7. Office Manager Report: A motion was made by Noah Smith and seconded by John Engelke to approve the Ross WSC interconnect agreement after Elizabeth does a cost analysis on the price per 1,000 gallons.
  - a. Bank Balances:
    - American Capital Improvement: \$ 43,501.38
    - American Bank Operating: \$ 87,270.48
    - American Bank Petty Cash: \$ 1,392.35
    - American Bank: Cdars: \$ 925,386.15
    - Total: \$ 1,057,550.36**
  - b. Customer Exceptional Use 50,000 plus gallons:
  - c. 2025 Gallons Pumped YTD – STGWD Permitted Amount Used: **91.15%**
  - d. Monthly Reports:
    - Water Loss: **November 20%, December 26.51%**
    - Changed Meters Update: **November 0, December 3**
    - New Customer Meter Installs: **0**
    - New Inventory Meters Purchased: **0**
8. Field Supervisor Report:
  - a. System Leak Updates:
  - b. Outstanding Work Order Report:
  - c. GPS mapping system update:
  - d. Update on Homestead Heritage purposed water system purchase: Zeke with Homestead Heritage stated there have been some new developments that have caused HH to put a halt to the sale of the water system. HH is working to install a sewer system for their customers. HH is not ruling out the sale of the water system but has taken a step back at the moment.
9. Operators Report:
10. Action items:
11. Executive Session if necessary: A motion was made by John Engelke and seconded by Ed Butler to adjourn into Executive Session. After the board returned to regular session, a motion was made by Noah Smith and seconded by Vern Darlington to approve a raise for Office Manger annual salary by 3%. Motion passed unanimously.
12. Closing comments Presiding Director and/or Manager:
13. Adjournment: A motion was made by Vern Darlington and seconded by Ed Butler to adjourn the meeting. Meeting was adjourned at 8:29 pm.

The Board of Directors may adjourn into executive session on the above items under Section 551.071 of the government code to discuss matters with the water system's attorney. No final action will be taken in executive session.