

Minutes
Monthly Board Meeting
Chalk Bluff Water Supply Corporation
November 11, 2025

The Board of Directors of Chalk Bluff Water Supply Corp. will met in regular session at 6:00 PM. **November 11, 2025**, 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.

Attended in office: Lem Brown, President; John Engelke, Secretary/Treasurer, Board Members: Vern Darlington, Don Raybold, Ed Butler; Jaime Rager, First Operator, Chance Bradbury, Field Supervisor; Elizabeth Clinard, Office Manager, Ally Frost, Office Assistant; Robert Polansky, Resilient Systems.

Attended via Zoom: Frank Stephens, SPI; Kathleen Down, Attorney.

Absent: Noah Smith, Vice President.

1. Call to order: Lem Brown called the meeting to order at 5:57 PM.
2. Members/Board Members Concerns:
3. Information Items:
 - a. Grant Application Update:
4. Kathleen Dow, Atty:
 - a. CBWSC CCN Update: Kathleen said she spoke with PUC staff attorney, and they would like to resolve the Ross WSC and Homestead Heritage WSC CCN issue. Vern Darlington said Ross WSC CCN was approved by the Ross board in October. Chance Bradbury said the Homestead Heritage purchase may not happen. Vern Darlington says Homestead Heritage does not have a CCN. Lem Brown asked if we should move forward with the map as drawn by Waco?
 - b. Ross WSC CCN Update:
 - c. Kevin Lander: No updates.
5. SPI Engineering Update: Frank Stephens said he has requested photos, receipts showing repairs and agreements. Frank is also working on a report on other repairs we are out of compliance with but have not written up. Frank also said he called Zeke with Homestead Heritage about the requested paperwork for the Homestead water system. Zeke said it is on the back burner for now. Frank said he needs this for formation to submit a proposal. Frank said he also sees the potential for violations at Homestead well.
6. Consideration of October 2025 Minutes, October 2025 Director's Report and September 2025 Financials, [Pages 4, 5, 6 Omitted](#) (Consensus approval vote) All passed with a consensus approval vote.
7. Office Manager Report:
 - a. Bank Balances:
American Capital Improvement: \$ 39,592.85
American Bank Operating: \$ 71,272.89
American Bank Petty Cash: \$ 1,803.03
American Bank: Cdars: \$ 920,417.93
Total: \$ 1,033,086.70
 - b. Customer Exceptional Use 50,000 plus gallons:
 - c. 2025 Gallons Pumped YTD – STGWD Permitted Amount Used:
 - d. Monthly Reports:
October Water Loss: **% 15.84**
Changed Meters Update: 10
New Customer Meters: 0

New Meters Purchased: **12**

8. Field Supervisor Report:

- a. System Leak Updates: Replace section of Audrey due to continuous leaks: Chance Audrey has had 9 repairs in one year on the south side. There is a 2" galvanized line to the White Rock Plant with a layer of rust on top of it. Galvanized line is giving up, it needs to be cut out and replaced with a 2" or 3" line. The estimated cost of repairs is \$45,000.00 to \$50,000.00. A motion was made by Vern Darlington and seconded by Ed Butler to move Audrey to the top of the priority list because it takes more precedence. Motion passed unanimously.
- b. Outstanding Work Order Report:
- c. GPS mapping system update:
- d. Generator Maintenance: A motion was made by Ed Butler and seconded by Vern Darlington to hire Resilient Systems for CBWSC's generator maintenance. Motion passed unanimously.
- e. Update on Homestead Heritage purposed water system purchase: Chance said he did an initial investigation on the water system. He stated the Generator is remote; storage tank constantly running on the ground; chlorine room is in the well house next to the electrical panel; 98% of the mains are not on the road; 6" main is buried to depth and runs between buildings and is in 3 or 4 creek crossings and is exposed; main goes down steep hill and is incased in concrete; mains run thru heavy trees and back up a steep hill; there are a lot of customers who have rain water collections tied in with out a backflow prevention; there are lines feeding homes with no meters; there are irrigation lines; the rv park is not metered; the well has exposed lines, risking freeze.

9. Operators Report:

10. Action items:

- a. Possible Rate Increase: After arguing against a rate increase, a motion was made by Don Raybold and seconded by Vern Darlington to increase rates to rates listed below effective on the bill to be mailed January 1, 2026. Motion carried.

Monthly Minimum:	\$49.67
Tier (gal.):	
1,000-5,000	\$3.50
5,001-10,000	\$4.75
10,001-15,000	\$5.75
15,001 - 20,000	\$6.75
20,001 - 30,000	\$7.75
30,001 - 40,000	\$8.75
40,001 - 50,000	\$10.00
50,001 - 75,000	\$12.50
75,001 TO 100,000	\$15.00
100,000 +	\$18.00

11. Executive Session if necessary:

12. Closing comments Presiding Director and/or Manager: Annual Appreciation dinner will be 6:00 pm on December 9th at Brazos Bluffs Ranch.
13. Adjournment: A motion was made by Vern Darlington and seconded by Johne Engelke to adjourn the meeting. Motion carried and the 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.