

Minutes
Monthly Board Meeting
Chalk Bluff Water Supply Corporation
February 10, 2026

The Board of Directors of Chalk Bluff Water Supply Corp. met in regular session at 6:00 PM. **TUESDAY, FEBRUARY 10, 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.

Attendance in person: Lem Brown, President; Noah Smith, Vice President; John Engelke, Secretary/Treasurer; Board Members: Vern Darlington; Don Raybold; Ed Butler; Jamie Rager, Operator; Chance Bradbury, Field Supervisor; Elizabeth Clinard, Office Manager; Ally Frost, Office Assistant; Mark Mitzel; Andrew Bourgeois

Attendance via Zoom: Kathleen Dow, Attorney; Chris Key, SPI

1. Call to order: Lem Brown called the meeting to order at 5:59 pm and thanked everyone for attending. Lem introduced Mark Mitzel and Andrew Bourgeois.
2. Members/Board Members Concerns:
 - a. Dana Baer: Did not attend meeting.
3. Information Items:
4. Kathleen Dow, Atty:
 - a. CBWSC CCN Update: Kathleen Dow stated she has sent the original map drawings to the Ross WSC engineer. Ross WSC is reviewing to move forward only where we currently have lines.
 - b. Ross WSC CCN Update:
 - c. Kevin Lander: No update.
5. SPI Engineering Update: Chris Keys reviewed the updates from the engineering report.
6. Consideration of January 2026 Minutes, January 2026 Director's Report and December 2025 Financials, [Pages 4, 5, 6 Omitted](#) (Consensus approval vote): December Financials are not available, they will be approved at the next meeting. A motion was made by Ed Butler and seconded by Noah Smith to approve the January 2026 Minutes and January 2026 Director's Report. Motion carried.
7. Office Manager Report:
 - a. Bank Balances:

American Bank Operating	\$89,760.42
Petty Cash	\$1,292.35
American Capital Imp:	\$43,562.21
American Bank: Cdars:	\$927,746.88
Total:	\$ 1,062,361.86
 - b. Customer Exceptional Use 50,000 plus gallons:
 - c. 2025 Gallons Pumped YTD – STGWD Permitted Amount Used: **8.03%**
 - d. Monthly Reports:

Water Loss:	January 29.41% due to large system leaks.
Changed Meters Update:	January 2
New Customer Meter Installs:	January 0
New Inventory Meters Purchased:	January 0
8. Field Supervisor Report:
 - a. System Leak Updates: 1/7/26 Leak at connection from FM 933 to Timbercreek, 1/20/26 Leak at FM 933 and Sheperd Rd, 1/24/26 6" water main break by office well, 6" main ruptured during freeze required plant shut down.
 - b. Outstanding Work Order Report: 5 zero use water meters to investigate for broken meters.
 - c. GPS mapping system update: Move up on to top of Chance's list of things to do.
9. Operators Report: Nothing new to report.

10. Action items:

- a. Reduce Board of Director members from 9 to 7: board will remain at 9 members per consensus vote by the board.

11. Executive Session if necessary:

12. Closing comments Presiding Director and/or Manager:

13. Adjournment: A motion was made by John Engelke and seconded by Noah Smith to adjourn the meeting. Motion carried and the meeting was adjourned at 6:50 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.