Minutes
Monthly Board Meeting
Chalk Bluff Water Supply Corporation
June 3, 2025

The Board of Directors of Chalk Bluff Water Supply Corp. met in regular session at 6:00 PM. **June 3, 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.

Office Attendance: Lem Brown, President; Noah Smith, Vice President; Keith Dodds, Secretary/Treasurer; Board Members: Vern Darlington, Don Raybold, John Engelke; Elizabeth Clinard, Office Manager; Krytal Quiram, Administrative Assistant; Chance Brandbury, Field Supervisor; Rodney Adamak, Duff Engineering; Franklin Stephens, SPI Engineering.

Zoom Attendance: Kathleen Dow, Attorney

Absent: Ed Butler, board member; Jamie Rager, Operator.

1. Call to order: Lem Brown called the meeting to order at 6:00 PM.
2. Kathleen Dow, Atty:
    a. CCN Update: Lem Brown made an announcement to retire into Executive session. Motion carried with no opposition.
    b. Kevin Lander:
3. Consideration of May 2025 Minutes, April 2025 Director's Report and Financials, Pages 4, 5, 6 Omitted (Consensus approval vote) A motion was made by John Engelke and seconded by Noah Smith to return from Executive Session. Motion carried with no opposition. Lem asked if there was a consensus vote to approve the May 2025 Minutes and April 2025 Director's Report and Financials. All voted yes.
4. Office Manager Report:
    a. Bank Balances:
    American Capital Improvement: $31,801.65
    American Bank Operating: $41,007.45
    American Bank Petty Cash: $900.22
    American Bank: Cdars: $906,330.53
    Total: $980,039.85
    b. Customer Exceptional Use 50,000 plus gallons:
    c. 2025 Gallons Pumped YTD – STGWD Permitted Amount Used:
    d. Monthly Reports:
    Water Loss**: MAY - 5**
    Changed Meters Update: **MAY - 1**
    New Customer Meters: **1**
    New Meters Purchased by CBWSC: **66**
    e. Audit:
5. Field Supervisor Report:
    a. System Leak Updates:
    b. Outstanding Work Order Report: A motion was made by Vern Darlington and seconded by Keith Dodds to vote today to proceed on projects to be determined and have Chance get a bid with labor and material for next month's meeting. Rodney Adamak with Duff Engineering spoke to the board regarding his June 3, 2025 letter. He suggested that CBWSC replace pumps and pressure tank at White Rock plant. (No room in the pump house for an additional pump)
    c. GPS mapping system update:
    d. Alternate Engineering Company:
6. Operators Report:
7. Action items:
    a. Uninstalled Meters: A motion was made by Noah Smith and seconded by John Engelke to approve Elizabeth's suggestions with Keith Dodds additional language to have the meters installed within 90 days or surrendered and the addition by Don Raybold of "services are available and now meter is to be installed within 90 days or surrendered per the application". Motion passed with a no overall vote from Don Raybold.
    b. Homestead Heritage Update: A motion was made by Vern Darlington and seconded by John Engelke to have Keith Dodd's speak to Homestead Heritage regarding upgrading their wells. Motion passed, Noah Smith abstained per conflict of interest.
8. Information Items:

9. Members/Board Members concerns:
    a. Grant Applications Update: Keith Dodds distributed a packet with information provided by Ed Butler regarding the status and update of the grant applications for review.
    b. HH – Wells: Keith Dodds
    c. Tariff: Don Raybold said he withdraws this item.
10. Executive Session if necessary:
12. Closing comments Presiding Director and/or Manager:
13. Adjournment: A motion was made by Vern Darlington and seconded by Don Raybold to adjourn. Motion carried. Meeting adjourned at 9:29 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.