



# Windermere Oaks Water Supply Corporation

424 Coventry Rd  
Spicewood, Texas 78669

**2016 Board of Directors:**  
Bob Mebane, President  
Dana Martin, Vice President  
Dorothy Taylor, Secretary/Treasurer  
Jerry Ingham, Director  
Jeff Hagar, Director

## **Open Board of Directors meeting held at the Windermere Oaks Water Plant: Saturday, November 19, 2016.**

**Board Members Present:** Bob Mebane, Dana Martin, Jeff Hagar, Dorothy Taylor, Jerry Ingham

### **Minutes**

The meeting was called to order at 9:30 AM. A quorum was established with all Board Members present.

Motion was made by Dana Martin to approve minutes of 08-17-16 and 10-15-2016 WOWSC Board Meeting minutes. Seconded by Jeff Hager, unanimous approval by the BODs.

Manager's report: George Burris reported: ongoing routine maintenance. Most expenditures in the last 6 weeks being the installation of water sewer meters.

Review of Tennis Village lift station: George discussed options instead of rebuilding of the lift station.

Guest at the meeting was Nathan from Texas Rural Water Association who had visited the lift station. Bob Mebane stated that Corix had also visited the lift station.

Bob suggested forming a sub committee consisting of WOWSC Board member(s), POA representative and Tennis Village representative to review documents including a review by attorney Mark Zeppa. Sub committee would then make a recommendation to the WOWSC Board.

George confirmed that it would be on Tennis Village common property and showed a map of the Tennis Village. George indicated that pipes being cleaned would be part of the project.

Jeff Hagar made a motion to form a sub committee to study. Seconded by Dana, unanimous approval by the BODs.

Review of financial reports: Karri Gibson gave a review of financials. Jeff made a motion to approve October financials. Seconded by Dana, unanimous approval by the BODs.

Regarding the 2017 budget, the Board asked that Karri change the number of new taps projected in the 2017 budget to 10.

George indicated that there are conferences that Board members could and should attend. Patti Flunker recommended that WOWSC Board members sign up on the TRWA website to receive notices of conferences and other information.

It was noted that no money for Tennis Village was in the draft of the 2017 budget.

Karri brought up for the Board to consider moving cash into a reserve fund that would be used for Capital expenditures.

Jeff brought up the ongoing expense for meters and valves replacement.

Jeff inquired about grey and raw irrigation, how long to do. George indicated engineer had advised for one year.

Jeff indicated that we needed to update the 5-year strategic plan.

The top priorities in capital expenditures were: Tennis Village, Generators and Clarifier. Board discussed moving \$50,000 into the “reserve fund” and if possible move \$5,000 per month while maintaining \$25,000 minimum in checking account.

Rate increase was brought up for consideration but may not need to be considered at this time. Nathan from TRWA recommended TRWA could help with a rate study which they do for free. Karri and George were to contact TRWA and get information.

George advised the Board that Dave Embrey if planning to retire and we would need to consider options for his replacement to fulfill duties including monthly billing using the RVS systems, annual billing of standby fees, collections, set up of new accounts and maintaining accounts, sending out notices as necessary for meetings and other information, taking customer calls, etc.

Dana Martin advised that she and Dave were working on new WOWSC website. Dave informed us that we would not have to spend the \$750.00 to upgrade the RVS system.

Annual meeting has been set for April 22<sup>nd</sup>.

No other business. Dana Martin made a motion to adjourn, seconded by Jeff Hagar, unanimous approval of all board members. Meeting adjourned.

**APPROVED BY WOWSC Board on March 11, 2017**

