

WINDERMERE OAKS WATER SUPPLY CORPORATION  
MINUTES OF THE SPECIAL BOARD OF DIRECTORS MEETING

Tuesday, May 13, 2025, at 6:00 p.m.

Location: Windermere Oaks Pavilion

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1. Call to Order and Quorum

President Patti Flunker called the meeting to order at 6:00 p.m. Pursuant to Article 8, Section 10 of the Bylaws, a quorum was established with four of four directors present:

- Patti Flunker, President
- Allen Hicks, Secretary/Treasurer
- Karen Yeaman, Director
- Bill Stein, Director

Mark Carpenter, Vice President, was absent.

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2. Public Comments

BOD opened the floor for public comment. No attendees signed up or offered comments.

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3. Roll Call

Roll call was completed at the start of the meeting, and a quorum was confirmed.

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4. Approval of Meeting Minutes

- April 7, 2025 Special Meeting: Tabled due to lack of a quorum of board members present at that meeting.
- April 26, 2025 Annual BOD Meeting: Motion to approve by Patti Flunker, seconded by Karen Yeaman. Votes in favor: Flunker, Yeaman, Hicks.  
Abstained: Stein (not present at meeting).  
Motion passed.

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5. Discussion and Action on Invoices

- LCRA Raw Water Fee (\$1,434.73): Monthly payment for raw water usage rights. Motion by Flunker, seconded by Hicks. Unanimously approved.
- Spicewood Utility Services (\$6,718): Invoice included billing services (\$2,500) and operational services (\$4,218). The board approved the invoice but requested future invoices itemize water and wastewater separately.  
Motion by Flunker, seconded by Hicks. Unanimously approved.
- US Utility Group Monthly Invoice (\$12,925): Tabled pending itemization of charges for water vs. sewer services and any travel or lodging costs.  
Motion to table by Flunker, seconded by Hicks. Unanimously approved.
- US Utility Group Additional Charges (\$1,318.34): Believed to relate to a main break caused by a contractor. Tabled pending confirmation.  
Motion to table by Flunker, seconded by Karen Yeaman. Unanimously approved.
- AquaTech Laboratories (\$877.50): Outstanding lab testing invoice from 2024. Approved.  
Motion by Flunker, seconded by Stein. Unanimously approved.
- Unidentified Invoice (\$813): No invoice or explanation received. Skipped.

- Griffith Davison Law Firm (\$3,200): Legal fees for reviewing the operator agreement, compliance filings, and Madigan litigation.  
Motion to approve by Flunker, seconded by Yeaman. Unanimously approved.
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#### 6. Barge Relocation Approval

The board reviewed a quote from Spillers Lakefront Services (\$3,786.13) to relocate the water intake barge to deeper water per LCRA permit requirements.

Motion by Flunker to approve quote #306, seconded by Stein. Unanimously approved.

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#### 7. Engagement of Liberty Hill Bookkeeping

Board approved hiring Liberty Hill Bookkeeping to perform monthly QuickBooks reconciliations, issue payments, and file 2024 tax return.

- Rate: \$100/hour for bookkeeping, \$750 flat fee for tax return.  
Motion by Flunker, seconded by Hicks. Unanimously approved.
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#### 8. Update on PUC Compliance and Dockets

President Flunker provided detailed updates on:

- Docket 56167 (Compliance): Renters must now become members. Tariff changes pending June 11, 2025. Financial filings (Class D) submitted; audit of 2024 is required and being scheduled.
  - Docket 55840 (CCN Amendment for Madigan Property): ALJ and PUC Staff recommend denial due to FMT capabilities issues. Final decision expected in June.
  - Docket 57065 (Temporary Manager): TM has requested to be dismissed. PUC agenda item pending. Members currently being charged ~\$24/month for TM services.
  - Docket 56272 (Refund/Surcharge Compliance): Previous board and TM overcharged surcharges for three months. Refunds must be issued to affected customers. Going forward, surcharge will be renamed "Rate Appeal Recovery" to reflect PUC intent.
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#### 9. Jim Madigan Lawsuit Update

BOD read aloud the corporation's Verified Original Answer in Burnet County Case No. 58149, denying all allegations

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#### 10. Utility Line Clearance Form and Tariff Updates

- New Utility Clearance Form adopted: All new construction or property development must request utility location services before approval. Will be posted online and provided to the POA.
  - Tariff Update – Membership Requirement for Renters: All renters must now be members. Application form will be updated accordingly.
  - Tariff Update – Transfer Fee: Motion made to increase the membership transfer fee from \$40 to \$100 to reflect administrative cost. Motion by Flunker, seconded by Hicks.  
Unanimously approved (subject to PUC approval).
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#### 11. Bylaw Revisions

Discussion tabled. PUC requires bylaws be updated to reflect changes made without membership vote since 1997. A full overhaul is needed; the bylaws committee will be reactivated.

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## 12. Infrastructure Concerns & Water Loss

Board discussed persistent water loss of over 1 million gallons per year. Options include:

- Leak detection tools from the Texas Water Development Board
  - Possible installation of temporary monitoring meters
  - Continued audit of short-term rentals and suspected shared connections
  - New operator Larry Black to begin reviewing system integrity
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## 13. Scheduling of Future Meetings

Board will rotate meetings monthly between Saturdays and Mondays to improve member accessibility. Members are encouraged to review proposed dates.

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## 14. Adjournment

Motion to adjourn made by Flunker at 7:20 p.m., seconded by Hicks.

Meeting adjourned at 7:20 p.m.

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*Patti Flunker*

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Patti Flunker  
President of WOWSC

*Allen Hicks*

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Allen Hicks  
Secretary/Treasurer of WOWSC