

**MINUTES OF THE JONESTOWN WATER SUPPLY CORPORATION BOARD OF
DIRECTORS MEETING, HELD MONDAY, JULY 11, 2022, 7:00 P.M., AT 10700
CRESTVIEW DRIVE, JONESTOWN, TX 78645**

Board Members: President Keith Stewart, Vice President Bruce Covill, Secretary/Treasurer Brian Caller, Directors Amy Fitzgerald, Dani Harris, Tim Hawkins, John Riddle, Dave Stewart, Don Swayne
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1. Call to order.

President Keith Stewart called the meeting to order at 7:03 p.m.

a) Roll Call

Board members present: President Keith Stewart, Vice President Bruce Covill, Secretary/Treasurer Brian Caller, Directors Dave Stewart, John Riddle, Dani Harris, Amy Fitzgerald, Tim Hawkins.

Board members absent: Don Swayne.

Staff present: John Tichi.

b) Set Date of Next Regular Meeting – August 9, 2022.

President Stewart noted the next regular meeting will be August 9th.

2. Members and/or Public Comment.

No public members were present.

3. Approve Minutes.

a) Regular Meeting minutes of June 14, 2022.

Director Riddle suggested changing the wording of agenda item 2 to “public members.” He also suggested that the specific items discussed be listed in Item 4.b). Director Harris moved to approve the minutes of June 14th. After additional discussion, Director Harris amended her motion to add that Item 2 be changed to “No public members were present.” Director Riddle seconded the motion. The motion passed unanimously.

4. Financial Matters.

a) Secretary-Treasurer’s Report.

Secretary/Treasurer Caller reviewed the financials provided in the packet, noting the fiscal year ended with about \$2.4 million total income, about \$132,000 more than budgeted. Gross profit was about \$2.1 million, about \$140,000 above budget. Net income was about \$54,000 less than budgeted, with expenses for repairs and salaries exceeding budget by the largest amounts. Directors discussed the budget and balance sheet; a capitalization policy and seeking better interest income rates were also discussed.

b) Approve Bills, Invoices and Other Payables.

Manager Tichi answered questions about a large bill for chemicals. Director Fitzgerald moved to approve the bills. Director Hawkins seconded the motion. The motion passed unanimously.

c) Discuss/Approve Budget Amendment(s).

1. Amend 2021 – 2022 Budget.

(See below. This item was considered after Agenda Item 7.)

5. President's Report Concerning Corporate Affairs.

President Keith Stewart expressed concern about water usage and the corporation's ability to meet demand. Manager Tichi expressed confidence that with the drought control measures in place there will not be a problem. He is in the process of contacting the largest users to ensure they know of the current mandatory water restrictions and directing them to the website for information.

6. Staff Report Concerning Operations and Management.

a) General Manager.

Manager Tichi reported the fire hydrant project has been brought up by several people in town; there are still two hydrants to be installed. Installation has been scheduled for the week of July 25th. He has spoken with council members about additional hydrants and will talk to the ESD about locations, mentioning two possible locations for additional hydrants. Tichi answered directors' questions regarding new meters and watering schedules. Possible punitive actions for excessive water usage were discussed.

7. Committee Reports.

a) Construction Committee.

Director Hawkins mentioned geo-tech is done; Manager Tichi indicated structural engineering will be done by the end of the month and given to Malone/Wheeler Inc. for inclusion in the design package.

b) Credentials Committee.

No report was given.

c) Personnel Manual Committee.

Director Harris reported the committee met and has questions; she and Director Caller will set up a meeting with Manager Tichi to address their questions and get direction.

[Note that the following item 4.c) was skipped earlier in the meeting and directors returned to consider it at this time in the agenda.]

4.c) Discuss/Approve Budget Amendment(s).

1. Amend 2021 – 2022 Budget.

Directors briefly discussed whether there was a need for any budget amendments. No action was taken.

8. Old Business.

a) Discuss/Approve 2022-2023 Budget items (not previously approved).

1. Liability Insurance

Directors discussed the cost increase for the insurance. Director Dave Stewart moved to approve renewing the insurance with Higginbotham. Director Harris seconded the motion. The motion passed unanimously.

9. New Business.

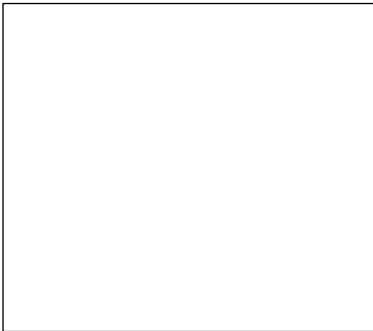
(None)

10. Adjournment.

Director Fitzgerald moved to adjourn, seconded by Secretary/Treasurer Caller. The motion passed unanimously. President Keith Stewart adjourned the meeting at 8:21 p.m.

Minutes recorded in type by Rachel Austin.

**PASSED AND APPROVED AT THE REGULAR MEETING HELD ON _____,
2022.**



Keith Stewart, President

ATTEST:

Brian Caller, Secretary