



Canyon Park Water Supply
Corporation
482 Huckleberrv | PO Box 1928

BOARD MEETING MINUTES

Thursday, September 19, 2024
CANYON PARK CLUBHOUSE
6:00 PM

MINUTES

Attendees: Robert Simard, Johnny Clawson, Dalene Felder, Lawrence Sepulveda, Jim Marxen, Daniel Rushing

Quorum present: Called to order at 6:01 pm

DISCUSSION:

1. Dalene Felder reviewed the last board meeting minutes, Lawrence Sepulveda made the motion to accept, Robert Simard seconded the motion. Motion passed unanimously.
2. Dalene Felder reviewed the financials, covering all bank accounts, including the new Emergency Repairs savings account with balances, expenditures and cash on hand. Per the figures in RVS, per the Directors Report, indicated we had the lowest loss percentage that anyone could remember for the pass three to four years being 4.47%. The effort by Johnny Clawson and the POA maintenance guys are paying off in identifying leaks in the neighborhood. Lawrence Sepulveda made the motion to accept, Daniel Rushing seconded the motion. Motion passed unanimously.
3. Jim Marxen indicated he had an e-mail exchange with our accountant regarding the IRS Notice of Intent waiver. The accountant indicated they were waiting for the IRS to process, and that takes time.
4. Jim Marxen indicated that he reviewed the differences between the current and new water tariff and had completed the Public Utilities Commission (PUC) notification letter that will be sent. The customer notification letter is next to be updated and customer notifications are expected to be mailed out the first week of October providing more than the 60 day notification period. The new Water Tariff effective date will be December 28 at the beginning of the January 2025 period.
5. Johnny Clawson provided a review of the new water plant fence sections that were donated by Pem-Tex. The two sections looked extremely good and the discussion that followed suggested we make publicly known of the great work and donation on social media thanking and promoting their business. Jim Marxen will create the news event and will place the news event on the website. Robert Simard volunteered to provide to the various social platforms around the area. The discussion then turned to replacing the remaining two sections of fence with the same quality fence components. Johnny Clawson will reach out for bids to do the fence replacement on the two sides of the

water plant. Johnny Clawson also identified that the Well #5 fencing should also be included and replaced as part of the bid.

6. Jim Marxen indicated that the TCEQ Inspection Correction Letter packet was sent to TCEQ the first week of September prior to the due date. There has been no further correspondence on the submittal. Discussion turned to the number of meters that still need to be pulled. Jim Marxen indicated that the number of meters in the ground is around our current maximum number of connections but workorders to pull the remaining number of meters will be submitted a couple each week to ensure room for new customers.
7. Jim Marxen researched the requirements whether the TCEQ would have to approve the distribution pipe upgrade on Seminole Circle. There is a required engineering phase that provides the documentation to the TCEQ for the approval before any work can be initiated. While speaking with Deana Sealy, her firm being licensed professional engineers indicated that the estimated cost of doing the engineering report would be somewhere in the \$5,000 - \$6,000 range. Jim Marxen used the plot map that has lot measurements and tallied a total of approximately 4,000 feet of pipe would be needed not including any extra for "waste". Online they cheapest price per foot for schedule 40 PVC pipe was \$10.00 a foot. Jim Marxen believes the regulations indicate schedule 60 pipe.

NOTE: Added after meeting: Jim Marxen reviewed TCEQ construction standards and it indicates water distribution pipe will conform to ANSI/NSF Standards 61 which may have been confused with the schedule 60 indicated in the meeting.

NEW BUSINESS:

1. Jim Marxen provided a progress report on the TCEQ required Lead & Copper Inventory that is due by October 16, 2024. The inventory has been completed except for the identification of the specific Lead & Copper sampling sites that need to be added.
2. Further discussion on the new Emergency Repair account that was setup on the recommendation of Deana Sealy, our grant writer, suggested that our operating account (Water Account) balance be a little more than our budgeted operating expenses to increase the likeness of obtaining a grant and not being denied like we were for the USDA grant applied for last year.
3. Jim Marxen, being the company agent, received paperwork for a civil suit from Simply Aquatics. A litigation lawyer will need to be obtained.

ADJOURNMENT:

Lawrence Sepulveda made the motion to adjourn the meeting and Dalene Felder seconded. All agreed. The board meeting was adjourned at 6:46 pm.