Minutes
Monthly Board Meeting
Chalk Bluff Water Supply Corporation
April 14, 2026

The Board of Directors of Chalk Bluff Water Supply Corp. met in regular session at 6:00 PM. **Tuesday, April 14, 2026,** 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.

Board Members in attendance: Lem Brown, President; Noah Smith, Vice President (arrived late); John Engelke, Secretary/Treasurer; Vern Darlington; Don Raybold; Ed Butler: Mark Mitzel; Andrew Bourgeois.

Employees in attendance: Jaime Rager, 1st Operator; Chance Bradbury, Field Supervisor; Elizabeth Clinard, Office Manager; Chris Keys, SPI Engineering; James Smith, TRWA Circuit Rider.

Members in attendance: Stephanie Aisenstein, Isaac Aisenstein.

Zoom attendance: Kathleen Dow, Attorney.

1. Call to order: Lem Brown called the meeting to order and thanked everyone for attending.
2. Members/Board Members Concerns:
    a. Ms. Aisenstein – Isaac and Stephanie Aisenstein spoke regarding the removal of their water meter. The meter was removed due to non-payment not realizing this was their water meter that they purchased in July of 2024. The Aisenstein's had visited the office in November of 2024 to put a meter into their name, but the office was unable to locate the meter since the meter was on Timbercreek and the property it served was on Meixner. When the meter was removed and the membership liquidated, after multiple phone calls and letters to the previous owners, the Aisensteins called with the serial number to the meter that had been removed and the office was able to determine that the meter removed was their meter. The meter was requested, by the Aisensteins, to be reinstalled and that they pay the back balance that was due on the meter. It was determined by the Field Supervisor that the meter should have been moved when the property was split and the meter should have been placed on the property that it serves on Meixner. The Aisensteins would have to apply for new service at their Meixner address. Lem thanked the Aisensteins for coming to the meeting and bringing the matter to the attention of the board and advised them that the board would discuss the matter and look into it further. After a discussion, a motion was made by Vern Darlington and seconded by Andrew Bourgeois to approve the meter being installed as per our regulations on the meter it serves. Motion passed unanimously.
3. Information Items:
4. Kathleen Dow, Atty:
    a. CBWSC & RWSC CCN Update: Kathleen stated that the report from SPI was favorable to continue with the dual ccn with RWSC. CBWSC should consider upgrading the pressure tank at Well 5. The booster and ground storage are at good levels. With the upgrade to the 5,000-gallon pressure tank we should be at 48% capacity. Kathleen said she sees no issue with moving forward and approving the dual ccn map with RWSC. Kathleen also stated she reviewed the email from Vern regarding Ryan Holt with the City of Waco, and she saw no issue with sending the email to Ryan Holt from our office regarding the ccn discussions.
5. SPI Engineering Update:
    a. Discuss and take action on Hydraulic Maping Update: Chris Keys with SPI reported that APR has been submitted to TCEQ with 2 years data to request a variance approval for Well 2. This variance should lower the required gpm per connection and give CBWSC time to upgrade the pump size at Well 2. He said he has been speaking with Carina Willis with TCEQ. He said he is scheduled for an April 23rd conference call with TCEQ.

Chris stated that the map and pressure plane maps with hydraulic upgrade will cost $66,400.00 and should take 20 weeks to complete. SPI would bill CBWSC as each stage is completed. The board tabled the discussion of the hydraulic upgrade maps.

6. Consideration of March 2026 Minutes, March 2026 Director's Report and February 2026 Financials, Pages 4, 5, 6 Omitted (Consensus approval vote) John Engelke made a motion to accept the minutes and financials as presented. Motion passed with a consensus vote.
7. Office Manager Report:
    a. Bank Balances:
    American Bank Operating: $146,991.44
    Petty Cash: $ 2,172.35
    American Capital Imp: $ 51,267.32
    American Bank: Cdars: $932,256.50
    Total: $ 1,132,687.61
    b. Customer Exceptional Use 50,000 plus gallons: **11 customers**
    c. Zero Use: **130 customers**
    d. 2025 Gallons Pumped YTD – STGWD Permitted Amount Used: **22.40%**
    e. Monthly Reports:
    Water Loss**: March 21.71%**
    Changed Meters Update: **March - 0**
    New Customer Meter Installs: **March - 0**
    New Inventory Meters Purchased: **March - 0**
8. Field Supervisor Report:
    a. White Rock Well Pump: see item 5.a.
    b. System Leak Updates: Chance Bradbury noted the increase in water loss has been due to increased leaks due to weather and ground movement.
    c. Outstanding Work Order Report: James Smith with TRWA stated he will be here around the first of May to investigate areas of the system that may need help. He also stated that the Well meters should be checked every 3 years.
    d. GPS mapping system update: Chance Bradbury stated he is working with SPI Engineering on the GPS mapping and will complete areas that the engineering company is working on at the time that they are working on them.
9. Operators Report:
10. Action items:
    a. Approve Ross WSC Purposed CCN Map: A motion was made by Vern Darlington and seconded by John Engelke to pass and move forward with dual ccn map with RWSC. Motion carried.
11. Executive Session if necessary:
12. Closing comments Presiding Director and/or Manager:
13. Adjournment: A motion was made by John Engelke and seconded by Ed Butler to adjourn the meeting. Motion passed. Meeting adjourned at 8:59 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.