

WHITEOAK SHORES SEWER SERVICE CORPORATION
MEETING MINUTES
BOARD OF DIRECTORS

Date: 07/31/2016

Place of Meeting: WOS Office

Meeting Time: 9:00 AM

In Attendance: Board members Wanda Hammons Sec/Treasurer, Jerry Kennedy, Bruce Coleman, Benny Jackson and Mike Poteete

Absent: Dale Bolt due to death

Via teleconference: Lois Compton

1. Meeting Called to order by Secretary Wanda Hammons
2. Wanda Hammons declared a quorum present.
3. Motion was made by Bruce Coleman and seconded by Mike Poteete to approve Board meeting minutes from June 11, 2016 as written.
All Board members present approved. Motion carried.
4. Old Business
 - a) Fence around sewer plant for \$4,964.00. Completed
 - b) Gutter on back of office for \$584.00. Completed
Extension of gutter to direct water away from plan by Larry Roach for \$420.00. Completed
 - c) Riser & Dirt – Tabled
 - d) LFW Billing Service Agreement – fee charges.
Wanda and Tammy met with Lake Fork Water on July 26, 2016 to discuss the Billing Service Agreement. Due to question of whether Lake Fork Water could lock a water meter if the members was paying water but not sewer. Tabled
 - e) Tariff
 - i. TRWA – Wanda reported TRWA will be visiting WOSSSC for a budget review and rate analyses.
 - ii. Public Utilities – Wanda and Tammy spoke with Lisa Quantez concerning requirements for filing a Tariff rate increase. Ms. Quantez explained new laws as of 7/01/2016 all that is needed is to have the rate changes on file with the Public Utilities in Austin.
 - iii. Motion was made by Jerry Kennedy and seconded by Benny Jackson to add back the 0.0075 Monthly Per Gallon Usage Fee to the Tariff
All Board members present approved. Motion carried.
5. New Business
 - a) Budget Update
 - i. Wanda Hammons reported to the Board the net income for the months of May, June and July. She explained with the loss of members and not receiving the Special Assessment and Convenience Fee from WhiteOak Shores Owners Association, the net income over these three months was May net income \$563.13, June net income **-\$1,420.41** and July net income \$1,529.07.
 - ii. Review letter to Members - The Board was given two letters that were to be sent to the members explaining the changes. Tammy explained after the meeting in August with Lake Fork Water's

Board, the example letters will be rewritten and the third and final letter will be mailed out after Board approval.

- iii. Motion was made by Bruce Coleman and seconded by Jerry Kennedy to remove Karen Homan and Dale Bolt and approve Ed Homan and Lexie Morris to be check signers on all checking accounts.
All Board members present approved. Motion carried.
- iv. Motion was made by Bruce Coleman and seconded by Jerry Kennedy to ask Doug Fullingim to serve as Dale Bolt's replacement of two and a half years on the Board. If he declines, Lexie Morris will be asked to replace Dale Bolt.
All Board members present approved. Motion carried.
- v. Insurance Renewal – Insurance is due August 21, 2016. Due to low funds in the general checking account, the Board will vote on August 18, 2016 to pay in full if funds are available or to pay monthly installments.
- vi. Tri Pod at upper lift station – Bruce Coleman and Jack Hammons will readdress the upper lift station tri pod.
- vii. Public Comment
 - o Linda Kennedy asked why WOSSSC was not receiving owner's payments from WhiteOak Shores Owners Association. Wanda explained the new WOSOA management company is not familiar with the billing and payment structure between the two entities and are under review.
- viii. Next Meeting – August 18, 2016 at 7:00 P.M. at the park office
- ix. Motion was made by Bruce Coleman and seconded by Mike Poteete to adjourn the meeting.
All Board members present approved. Motion carried.

Respectfully submitted,
Wanda Hammons
WOSSSC Secretary