

Crown Mountain Water Supply Corporation

Board of Directors Meeting

Minutes

Date: 14 August 2021

Time: 10:00 am

Place: First Baptist Church cafeteria, Camp Wood

Board Members Present

President:	Lee Gruver	<u>X</u>
Vice President:	Benny Simpson	<u>X</u>
Treasurer:	Patricia Isham	<u>X</u>
Secretary:	Yvonne Miller	<u>X</u>
Assistant Secretary	John Klebenow	—

CMWSC contractors

Well Operator:	Chano Falcon	<u>X</u>
Customer Account Specialist:	Patricia Isham	<u>X</u>

Other Water Corporation Members:

Member that signed in:

Rick and Adria Garza

Shawn and William Meredith

Nora Falcon

Jeff Lane

I. Call to Order

Time 10:00am

II. Statement of the Board of Directors

Statement from President – Right vs. legal. Board has been doing meetings wrong. Going to do our best to hold meeting in the legal way. Thank you Nora Falcon for bringing this to our attention.

III. Approval of Minutes –

– Last meeting

Accepted by Lee, seconded by Patricia, ayes 4 no's 0

IV. Reports

A. Customer Account Specialist Report

1. Update on Delinquent Accounts and Collections

Billing Report Patricia Isom

40 metered accounts
2 used meters
2 b maintenance/non-metered accounts
6/6 total water customer accounts
When water payments are not received or negotiated, liens will be filed.

10 properties are currently in arrears with late fees attached to August invoices.
Total amount in arrears \$6,487.95
Late fees total \$2,492.50 (4 properties total \$177.22 = \$2,315.28)
2 of the 10 properties have an active lien filed with the county.

1 of the 10 properties has a locked meter because of non payment. An added "locked meter" charge was added to the August invoice.

1 of the 10 properties has been on the market and now has a contract pending. I have notified Texas Title of the amount owed which will be settled at closing. This property is still in underwriting and not closed yet. Texas Title will notify me when closed. CMWSC will receive amount owed on water service after closing.

2 of the 10 are in negotiations for payment. CMWSC is pursuing additional liens on several of the above mentioned 10 properties. CMWSC has retained an attorney for this purpose and is being advised by the attorney. Attorney will prepare the liens for us to file.

Accepted by Yvonne, seconded by Lee, ayes 4 no's 0

2. Lien status

Below [REDACTED] Lien handout available to all members.

Motion by Lee, seconded by Yvonne, ayes 4 no's 0

Motion to send Information by mail to [REDACTED].

Liens will be filed on past due accounts.

[REDACTED] Lien Timeline

2-6-17 Notice of lien sent to property owner

2 lots = \$615.09

3-13-17 Phone conversation with property owner

By then President of Water Board

3-24-17 Total amount of \$615.09 paid by property owner

3-24-17 Check deposited; no charge back. Check funds were good as per bank deposit history.

6-19-17 Property owner fell behind in water payments again.

As per the then billing specialist the amount owed was \$221.01, according to letter in file.

Then Billing specialist alerted then President of the Water Board to oversee the account and make a decision

On how to proceed with account.

In same letter (in property owner's file) and in listing a brief summary was the following.....

"Notice of Lien (NOT FILED) – the attorney-generated Lien document was prepared in anticipation

Of being filed by in March 2017. Filing the document became unnecessary after his 3-24-17 Payment."

6-21-17 Lien was filed (not by then President) for incorrect amount of \$615.09.

Nov. 2020 Billing files turned over to new billing person.

Lien file was read in order to move forward with action.

Attorney was hired to advise on best way to move forward.

Lien file was turned over to Attorney to study.

Attorney found over charges on lien amount and current billed amounts.

Original lien amount had been paid 3 months before lien was filed.

Current charges on both properties were listed as \$15,954.42 as of 11-1-20

Attorney advised that first priority was to release original lien and present realistic charges on current billings.

Attorney cautioned that all shareholders could be held responsible and could have judgements brought against all property shareholders affiliated with CMWSC for over charges on current billings.

He requested that we re-examine billing history and present him with valid charges along with correct late charges. Attorney would approve and then we could move forward.

1-28-21 Met with Attorney

He advised that we start from beginning and re-work bills for lien properties.

2-1-21 Justified numbers were agreed upon and listed for approval by attorney.

Numbers had to be explained.

- 2-3-21 Second meeting with Attorney.
 Brought new numbers for attorney approval
 Attorney approved new numbers on each property.
 Attorney said numbers were justifiable and reasonable and kept us within the law for reasonable charges.
 Attorney committed to filing the "Release of Lien" and "New Lien".
- 2-22-21 Notice of Attorney's death was received.
 New attorney was searched for.
- 2-28-21 As per previous attorney's advice, corrected bills were sent to owner's properties in question.
 Each property's maintenance account was corrected to \$1,809.50.
 Total for both properties was approved at \$3,619.00.
- 5-15-21 New Attorney found
- 5-24-21 Original 2017 lien document sent to new Attorney
 New Attorney to file "Release of Lien".
- 7-25-21 New Lien documents prepared and sent to current President of CMWSC to sign and notarize.
- 7-26-21 New numbers were verified for lien amount
- 8-10-21 Release of original lien filed with county
- 8-10-21 New Lien filed on lien property for amount owed as of July 2021 in the amount of \$3,948.00
 Total for both properties.

B. Treasurer's Report -

1. Profit and Loss – 2021 Budget

CMWSC	Profit & Loss Accrual Basis	January through July 2021
Ordinary Income/Expense	Income Water Bills Maintenance Fees	3,314.50
Membership Fees		1,500.00
Monthly Water Bill		23,052.20
Tap Fees		6,800.00
Total Water Bills		34,666.70
Total Income		34,666.70
	Gross Profit	34,666.70
	Expense	26,331.51
	Net Ordinary Income	8,335.19
	Other Income/Expense	Other Income Accrued Earning
		2.20
	Credit for returned merchandise	82.18
	Total Other Income	84.38
	Other Expense Donation	100.00
	Total Other Expense	100.00
	Net Other Income	-15.62

Net Income

8,319.57

CMWSC

Balance Sheet Accrual Basis

As of July 31, 2021

ASSETS Current Assets

Checking/Savings FSBU	Checking	37,339.39
FSBU	Savings	52,407.34
Total	Checking/Savings	89,746.73
Total Current Assets		89,746.73
TOTAL ASSETS		89,746.73

LIABILITIES & EQUITY Liabilities

Long Term Liabilities

FSBUvalde Loan -3.00
Total Long Term Liabilities -3.00
Total Liabilities -3.00

Equity Opening Balance

Equity 43,932.72
Unrestricted Net Assets 37,497.44

Net Income 8,319.57
Total Equity 89,749.73

TOTAL LIABILITIES & EQUITY 89,746.73

Accepted by Yvonne, seconded by Lee, ayes 4 no's 0

C. Well Operator's Report

1. Update on well operations

CMWSC Board Meeting Aug. 14, 2021

Water Operator Report

1. 5-18-21 Ordered 2 new meters to replace the ones on Miller and De La Torre as per Lee
2. 5-26-21 took chlorine sample on John Florence F2 property. 0.21
3. 6-1-21 Locked meter out on tract 21 as per Patricia
4. 6-2-21 went to well for weekly reading. Noticed tanks were almost empty. Found RO breaker had tripped. I reset it and tanks went to filling up again. Don't know what caused it to trip. Also took water sample to Kerrville.
5. 6-23-21 Met with John Byrum and Travis Pruski with Nueces River Authority to see if they could help us in getting a generator and 10,000 gal. storage tank. Got some very good and positive feedback. They will get back with me.

6. 6-30-21 while reading meters I noticed two customers had very high readings. Passed information on to Patricia.
7. 7-7-21 Noticed we had very high water usage and high chemical usage. I notified Patricia and she will get with Lee to see if we can lock out the customer who has a very bad leak. It was decided to lock the meter.
8. 7-14-21 went to well for weekly readings and a water sample to take to Kerrville. I checked on the locked meter and noticed it was unlocked. I notified Patricia and I left for Kerrville. At 5 that evening I met with Yvonne and Patricia at the meter and we placed another lock on it. Law enforcement was notified and the property owner was placed on notice.
9. 7-16-21 As per Patricia I went to unlock the meter as repairs to the leak were repaired.
10. 7-22-21 Due to this bad leak all my reading were off. As repairs were made my reading came more in line to what they should be. Thanks to the board for their support and quick action.
11. 7-28-21 Called Larry Reed and ordered more de-scaler and new rubber gasket for iron filter canister. He suggested we submit plans to TCEQ for review and approval. Once TCEQ approves Larry can begin the repairs to the upgrade.
12. 8-22-21 Julian Garcia from Third Coast Environmental came in this morning and took our yearly water samples. Took samples at the well and at the smokehouse.
13. 8-11-21 Water sample to Kerrville lab.
14. 8-12-21 Changed out water meters that were making noise for Miller and De la Torra.

Accepted by Yvonne, seconded by Lee, ayes 4 no's 0

V. New Business

A. Benny's Resignation

Accepted by Yvonne, seconded by Patricia, ayes 4 no's 0

B. Tim Brackin to fill open board position

Accepted by Yvonne, seconded by Patricia, ayes 4 no's 0

C.. Motion for board positions-

Lee President

John VP

Yvonne Secretary

Patricia Treasurer

Tim 2nd Secretary

Accepted by Lee, seconded by Yvonne, ayes 4 no's 0

D. Forwarded from last quarterly meeting – tabled for next meeting

1. Written Well Operator Policy

John K. has working policy and will be working on the wording,
ie. Dated log vs Daily Log.

E. Water Mix Study

Two ways to handle Well 1. RO 2. Mixing water with the City's water. If we go with option 2 we don't need to do the RO. In the past city was agreeable if we put in a storage tank. Kerry will call the Mayor to get the specifics. . As far as a water study goes Chano advised it will cost \$600-\$800 per test. We will need 3 long tests, ie. Our well, city well treated and untreated. Short test for discharge.

Motion by Lee, seconded by Yvonne, ayes 4 no's 0

Motion to get testing done.

F. Contracted mowing for well site

Chano will advise when mowing is needed and will put it out for any member that would like to do it for free. It will also be done on Well work days. If no one responds within a week Chano will call Rick Garza or the contractor that Lee has the number for. \$40.00 for mowing if it needs to be done and no one volunteers.

Motion by Lee, seconded by Yvonne, ayes 4 no's 0

G. Updated Equipment & software for Customer Account Specialist -

Prices will be obtained for updated office equipment for the Corp. by Kerry and Patricia and presented at the next board meeting.

Customer Account Specialist is required to have internet & phone, the basic internet & phone available through Southwest Texas Communications for our area is \$73.00 per month.

Discussion – CAS is required to have internet and phone as part of contract. [REDACTED] both advised because of this it is not possible to reimburse for phone and internet but other ways to do it.

Lee advised some corporations provide phones for contract workers.

[REDACTED] advised it does not look good for Patricia to be both CAS and Treasurer and said someone should look at her books.

Lee advised an audit would be done between now and the February meeting.

[REDACTED] advised if Patricia got a raise Chano should also get one.

Lee agreed with them and made a motion to increase the CAS pay by \$200 effective at the start of next month.

Motion by Lee, seconded by Yvonne, ayes 4 no's 0

H. Open Meetings

1. All board members will be taking the Open meetings course required by the AG Office.

2. It has been brought to our attention that although meaning well, we have been doing the board meetings wrong. Being all volunteers, we have tried to have decision making timelier for our members with them not having to wait 3 months for decisions. Not wanting to do anything that will bring negative feedback for our members an attorney has been contacted.

Monthly meeting will be scheduled the 3rd Monday of every month at 7:00pm at the Miller residence. Notice of the meeting will be posted at the Camp Wood Post Office at least 72 hours before the meeting with the agenda. To be placed on the agenda any member can contact the CAS or any board member. Notices for the quarterly meetings will still be mailed with monthly bills. Also, Patricia will be the contact for attorney's.

Motion by Lee, seconded by Yvonne, ayes 4 no's 0

3. If a special meeting should need to be called the date, time and place will be posted at the Camp Wood Post office at least 72 hours in advance. An emergency meeting will be posted at the Post Office 1 hour in advance. This slows down board decisions but is better than waiting 3 months. For decisions that require more timely actions...

Motion to give certain people the ability to approve items that cannot wait for a regular board meeting. Noting that the decision will be discussed at the next scheduled meeting.

- Maintenance items – John and Chano
- Yard – Lee
- Liens - Patricia

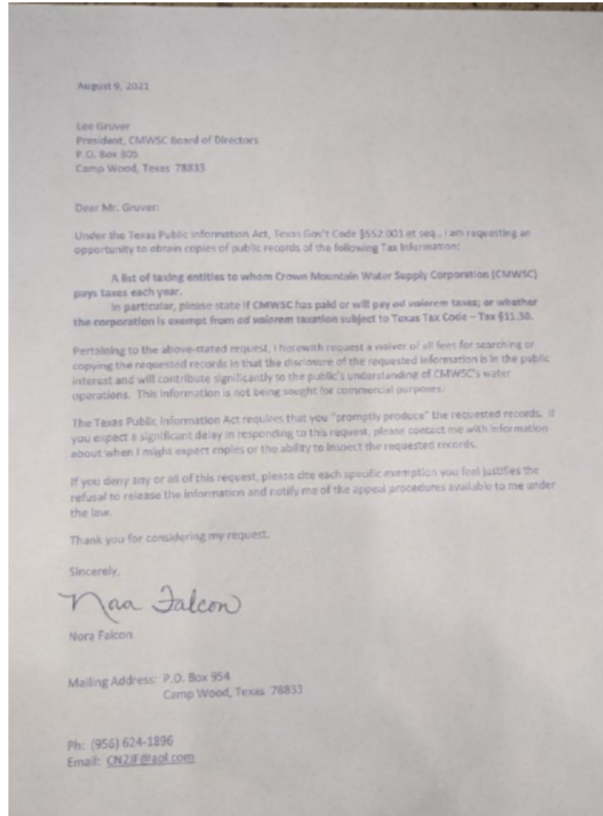
Motion by Lee, seconded by Yvonne, ayes 4 no's 0

H. Open Records Act Request

A. The Texas Attorney general office has procedures and charges for open records requests. All our members are able to have access to any records at any

time without this. Since it has come up if a member wishes to file an opens records request the form and list of charges that have been set by the Texas Attorney Generals office are available upon request by contacting Patricia Isham @ (713) 444-3475.

I. Nora Falcon's open records request:



Proposed Response letter:

August 14, 2021

Nora Falcon

P.O. Box 954, Camp Wood Texas 78833

Mrs. Nora Falcon I wish to let you know that I did receive your letter for open records.

Members are welcome to any records. Our board values its members and strives to do our best as volunteers for Crown Mountain Water Supply Corporation.

With your formal request I found it prudent to go through the Attorney General's Office as they are the governing body for open records.

Your request was very vague as to time frame you are interested in. I'm asking you to complete the attached form supplied by the Attorney General Office, and return it to Patricia Isham who is our Agent of Record.

Also attached you will find the charges that apply posted from the Attorney General's Office. When the form is returned, we will be supply you with the appropriate charges that apply to your request.

Sincerely,

Lee Gruver

CC: file

Attachments: x2

P.O. Box 305

Camp Wood

Texas, 68833

The Texas AG's office gives us 10 days to respond which ends on the 19th of this month and 10 days for Nora Falcon to respond to our response. We need to clarify which years she is asking for.

Nora Falcon was present at the meeting and was hand delivered the approved letter with the form for open records requests.

Motion by Lee, seconded by Yvonne, ayes 4 no's 0

Nora Falcon is asking to have searching and copy fees waived.

Motion was made to charge as AG's office suggests for searching and copies.

Motion by Patricia, seconded by Lee, ayes 4 no's 0

J. Any other New Business from the board/ members **3 minutes per speaker**

**Note: Any discussion will have to be placed on Agenda for a future meeting.
To place a topic on the agenda please contact Patricia Isham @ (713) 444-3475**

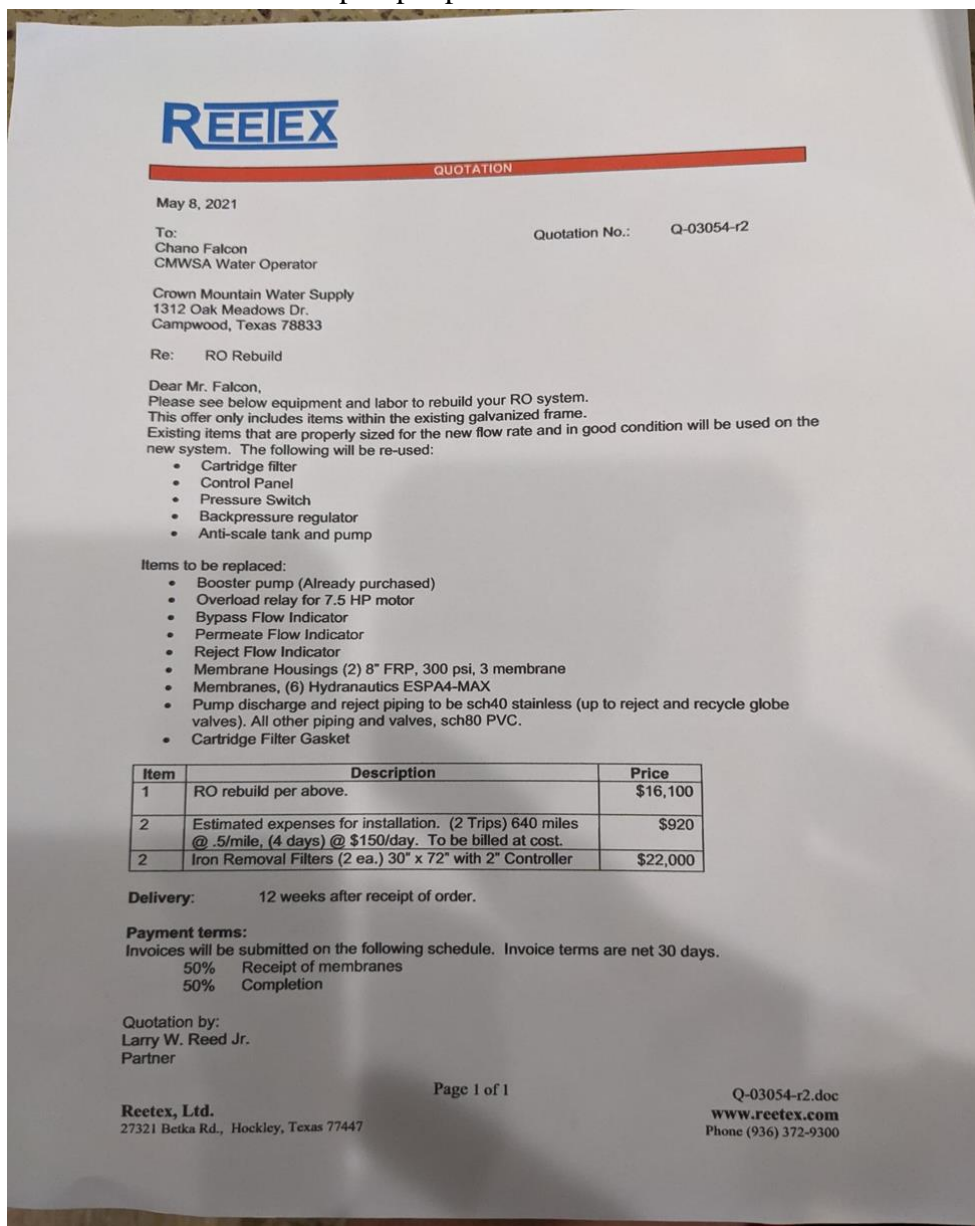
██████████ talked about the lien previously noted in the minutes.

VI. Old Business

A. Consideration for increased water storage / discharge – last meeting discussion / tabled
Lee advised this will tie in with the presentation from Chano about the RO system.

B. System maintenance / repairs

- 1. RO system upgrade and iron filters
- 2. RO pump replacement



Membrane Construction Checklist (Step 1)

Texas Commission on Environmental Quality Public Water System I.D. No. _____

Water Supply Division TCEQ Log No. P- _____

Plan Review Team MC-159
P.O. Box 13 087, Austin, Texas 78711-3087

The following list is a brief outline of the "Rules for Public Water Systems", 30 TAC Chapter 290 regarding proposed membrane treatment systems. Engineering report, sealed plans, and specifications meeting, but not limited to, the minimum requirements cited here shall be prepared under the supervision of a Texas licensed professional engineer and submitted to TCEQ for approval. This list is not a substitute for the rules and this checklist cannot be accepted in lieu of the required engineering submittals. Failure to submit the following items may delay project approval. Copies of the rules may be obtained from Texas Register, 1019 Brazos St, Austin, TX, 78701-2413, Phone: (512) 463-5561 or downloaded from the website: <http://www.tceq.texas.gov/rules/indxpdf.html>

Once all the information outlined in this checklist has been submitted, TCEQ will review. If construction approval is granted, the Public Water System may proceed with installation of the membrane but may not send water treated by the membrane to distribution. Completion data must be submitted to TCEQ - see the "Membrane Use Checklist (Step 2)".

For public water systems using reverse osmosis or nanofiltration membranes, the engineering report must include the requirements specified in 30 TAC §290.39(e)(1)(A) - (H) of this subsection, and additionally must provide sufficient information to ensure effective treatment. Specifically: [§290.39(e)(6) and §290.39(e)(8)]

1. Provide a clear identification of the proposed raw water source; [§290.39(e)(6)(A)]
2. Provide a description of the pretreatment process; [§290.39(e)(6)(B)]

Submittal must have either 3, 4 or 5:

3. The design of a reverse osmosis or nanofiltration membrane system shall be based on the standard modeling tools of the manufacturer [§290.39(e)(6)(C)]. The model must be run for both new membranes and end-of-life membranes. The model shall provide:
 - (i) System flow rate;
 - (ii) System recovery;
 - (iii) Number of stages;
 - (iv) Number of passes;
 - (v) Feed pressure;
 - (vi) System configuration with the number of vessels per stage, the number of passes (if applicable), and the number of elements per vessel;
 - (vii) Flux (in gallons per square foot per day) for the overall system;
 - (viii) Selected fouling factor for new and end-of-life membranes; and
 - (ix) Ion concentrations in the feed water for all constituents required by the manufacturer's model and the projected ion concentrations for the permeate water and concentrate water.
4. Instead of Model- a pilot study or similar full-scale data in accordance with §290.42(g); or [§290.39(e)(6)(D)]
5. For flow rates less than 300 gallons per minute, the design specifications can be based on the allowable operating parameters of the manufacturer; [§290.39(e)(6)(D)]

6. Provide documentation that the components and chemicals for the proposed treatment process conform to American National Standards Institute/NSF International (ANSI/NSF) Standard 60 for Drinking Water Treatment Chemicals and ANSI/NSF Standard 61 for Drinking Water System Components; [§290.39(e)(6)(E)]
7. Provide the details for post-treatment and re-mineralization to reduce the corrosion potential of the finished water. If carbon dioxide and/or hydrogen sulfide is present in the reverse osmosis permeate, include the details for a degasifier for post-treatment; [§290.39(e)(6)(F)]
8. Provide the projected water quality at the entry point to the distribution system and the method(s) used to make the water quality projections; [§290.39(e)(6)(G)]
9. When blending is proposed, provide the blending ratio, source of the water to be blended, and the calculations showing the concentrations of regulated constituents in the finished water; [§290.39(e)(6)(H)]
10. Provide a description of the disinfection byproduct formation potential based on total organic carbon and other precursor sample results; [§290.39(e)(6)(I)]
11. Identify specific parameters and set points that indicate when membrane cleaning, replacement, and/or inspection is necessary; and [§290.39(e)(6)(J)]
12. The calculations for sizing feed pump(s) and chemical storage tank(s) must be submitted to demonstrate that a project meets chemical feed and storage capacity requirements. See Chemical Storage and Feed Facilities Checklist[§290.39(e)(8)]

Design Requirements:

Reverse osmosis or nanofiltration membrane systems used for the treatment of primary and secondary contaminants defined in Subchapter F of this chapter (relating to Drinking Water Standards Governing Drinking Water Quality and Reporting Requirements for Public Water Systems), must meet the design criteria in subparagraphs (A) - (L) of this paragraph: [§290.42(b)(9)]

13. The design for all reverse osmosis and nanofiltration membrane systems must be in accordance with the findings of the engineering report. Variations from the engineering report must be explained and shall not compromise public health. Minimum engineering report requirements are found in §290.39(e)(1) and (6) of this title (relating to General Provisions); [§290.42(b)(9)(A)]
14. The reverse osmosis and nanofiltration membrane systems must be designed to ensure adequate cleaning of the membrane system; [§290.42(b)(9)(B)]
15. The reverse osmosis or nanofiltration membrane systems must be designed to operate at flux rates which assure effective filtration at all times based on at least one of the following: [§290.42(b)(9)(C)]
 - (i) Manufacturer's computer models for new and end-of-life membranes;
 - (ii) Site-specific pilot study;
 - (iii) Comparable design data from an alternative site; or
 - (iv) The manufacturer's allowable operating parameters, if the membrane unit's capacity is rated less than 300 gallons per minute.

16. Pretreatment shall be provided such that the feed water quality to the membrane units shall meet the minimum allowable requirements of the membrane manufacturer. Pretreatment processes shall be sized correctly for the flow of the plant, and the components and chemicals used for pretreatment in contact with the water must conform to American National Standards Institute/NSF International (ANSI/NSF) Standard 60 for Drinking Water Treatment Chemicals or ANSI/NSF Standard 61 for Drinking Water System Components. Other pretreatment processes will be reviewed on an individual basis in accordance the innovative/alternate treatment requirements specified in subsection (g) of this section. Acceptable pretreatment techniques include: [§290.42(b)(9)(D)]
- (i) Bags, cartridge filters or screens for particulate removal;
 - (ii) Chemical addition that will not adversely affect the reverse osmosis or nanofiltration membrane;
 - (iii) Filters for iron and manganese removal in accordance with paragraph (2)(A) of this subsection;
 - (iv) Aeration or degasification; and
 - (v) Ion exchange softening.
17. The treatment plant must include post-treatment facilities for corrosivity control, remineralization and the removal of dissolved gases, such as carbon dioxide and hydrogen sulfide, if necessary to meet the system's water quality goals. The treatment must be sized correctly for the flow of the plant, and the components and chemicals used for treatment must conform to ANSI/NSF Standard 60 for Drinking Water Treatment Chemicals or ANSI/NSF Standard 61 for Drinking Water System Components; [§290.42(b)(9)(E)]
18. Pipes and pipe galleries shall meet the minimum requirements specified in subsection (d)(12) and (13) of this section; [§290.42(b)(9)(F)]
19. Each reverse osmosis or nanofiltration membrane unit shall be equipped to measure conductivity or total dissolved solids in the feed and the permeate water; [§290.42(b)(9)(G)]
20. Chemical storage and chemical feed facilities shall comply with subsection §290.42(f) of this section; [§290.42(b)(9)(H)]
21. Provide cross-connection protection for common piping used for cleaning and normal production modes [§290.42(b)(9)(I)]. This may be accomplished by the installation of a double block and bleed valving arrangement, a removable spool system or other alternative methods approved by the executive director;
22. Provide flow meters on the pipes for feed, permeate, and concentrate water. Additional metering devices shall be provided as appropriate to monitor the flow rate through specific treatment processes; [§290.42(b)(9)(J)]
23. The water system must provide pressure measuring and recording devices before and after each membrane stage; and [§290.42(b)(9)(K)]
24. The water system must provide equipment to monitor the temperature of the water. The temperature of the water must be measured using a thermometer or thermocouple with a minimum accuracy of plus or minus 0.5 degrees Celsius. [§290.42(b)(9)(L)]

Membrane Construction Checklist (Step 1)

Texas Commission on Environmental Quality Public Water System I.D. No. _____

Water Supply Division TCEQ Log No. P- _____

Plan Review Team MC-159
P.O. Box 13 087, Austin, Texas 78711-3087

The following list is a brief outline of the "Rules for Public Water Systems", 30 TAC Chapter 290 regarding proposed membrane treatment systems. Engineering report, sealed plans, and specifications meeting, but not limited to, the minimum requirements cited here shall be prepared under the supervision of a Texas licensed professional engineer and submitted to TCEQ for approval. This list is not a substitute for the rules and this checklist cannot be accepted in lieu of the required engineering submittals. Failure to submit the following items may delay project approval. Copies of the rules may be obtained from Texas Register, 1019 Brazos St, Austin, TX, 78701-2413, Phone: (512) 463-5561 or downloaded from the website: <http://www.tceq.texas.gov/rules/indxpdf.html>

Once all the information outlined in this checklist has been submitted, TCEQ will review. If construction approval is granted, the Public Water System may proceed with installation of the membrane but may not send water treated by the membrane to distribution. Completion data must be submitted to TCEQ - see the "Membrane Use Checklist (Step 2)".

For public water systems using reverse osmosis or nanofiltration membranes, the engineering report must include the requirements specified in 30 TAC §290.39(e)(1)(A) - (H) of this subsection, and additionally must provide sufficient information to ensure effective treatment. Specifically: [§290.39(e)(6) and §290.39(e)(8)]

- 25. Provide a clear identification of the proposed raw water source; [§290.39(e)(6)(A)]
- 26. Provide a description of the pretreatment process; [§290.39(e)(6)(B)]

Submittal must have either 3, 4 or 5:

- 27. The design of a reverse osmosis or nanofiltration membrane system shall be based on the standard modeling tools of the manufacturer [§290.39(e)(6)(C)]. The model must be run for both new membranes and end-of-life membranes. The model shall provide:
 - (x) System flow rate;
 - (xi) System recovery;
 - (xii) Number of stages;
 - (xiii) Number of passes;
 - (xiv) Feed pressure;
 - (xv) System configuration with the number of vessels per stage, the number of passes (if applicable), and the number of elements per vessel;
 - (xvi) Flux (in gallons per square foot per day) for the overall system;
 - (xvii) Selected fouling factor for new and end-of-life membranes; and
 - (xviii) Ion concentrations in the feed water for all constituents required by the manufacturer's model and the projected ion concentrations for the permeate water and concentrate water.
- 28. Instead of Model- a pilot study or similar full-scale data in accordance with §290.42(g); or [§290.39(e)(6)(D)]
- 29. For flow rates less than 300 gallons per minute, the design specifications can be based on the allowable operating parameters of the manufacturer; [§290.39(e)(6)(D)]

- 30. Provide documentation that the components and chemicals for the proposed treatment process conform to American National Standards Institute/NSF International (ANSI/NSF) Standard 60 for Drinking Water Treatment Chemicals and ANSI/NSF Standard 61 for Drinking Water System Components; [§290.39(e)(6)(E)]
- 31. Provide the details for post-treatment and re-mineralization to reduce the corrosion potential of the finished water. If carbon dioxide and/or hydrogen sulfide is present in the reverse osmosis permeate, include the details for a degasifier for post-treatment; [§290.39(e)(6)(F)]
- 32. Provide the projected water quality at the entry point to the distribution system and the method(s) used to make the water quality projections; [§290.39(e)(6)(G)]
- 33. When blending is proposed, provide the blending ratio, source of the water to be blended, and the calculations showing the concentrations of regulated constituents in the finished water; [§290.39(e)(6)(H)]
- 34. Provide a description of the disinfection byproduct formation potential based on total organic carbon and other precursor sample results; [§290.39(e)(6)(I)]
- 35. Identify specific parameters and set points that indicate when membrane cleaning, replacement, and/or inspection is necessary; and [§290.39(e)(6)(J)]
- 36. The calculations for sizing feed pump(s) and chemical storage tank(s) must be submitted to demonstrate that a project meets chemical feed and storage capacity requirements. See Chemical Storage and Feed Facilities Checklist[§290.39(e)(8)]

Design Requirements:

Reverse osmosis or nanofiltration membrane systems used for the treatment of primary and secondary contaminants defined in Subchapter F of this chapter (relating to Drinking Water Standards Governing Drinking Water Quality and Reporting Requirements for Public Water Systems), must meet the design criteria in subparagraphs (A) - (L) of this paragraph: [§290.42(b)(9)]

- 37. The design for all reverse osmosis and nanofiltration membrane systems must be in accordance with the findings of the engineering report. Variations from the engineering report must be explained and shall not compromise public health. Minimum engineering report requirements are found in §290.39(e)(1) and (6) of this title (relating to General Provisions); [§290.42(b)(9)(A)]
- 38. The reverse osmosis and nanofiltration membrane systems must be designed to ensure adequate cleaning of the membrane system; [§290.42(b)(9)(B)]
- 39. The reverse osmosis or nanofiltration membrane systems must be designed to operate at flux rates which assure effective filtration at all times based on at least one of the following: [§290.42(b)(9)(C)]
 - (v) Manufacturer's computer models for new and end-of-life membranes;
 - (vi) Site-specific pilot study;
 - (vii) Comparable design data from an alternative site; or
 - (viii) The manufacturer's allowable operating parameters, if the membrane unit's capacity is rated less than 300 gallons per minute.

40. Pretreatment shall be provided such that the feed water quality to the membrane units shall meet the minimum allowable requirements of the membrane manufacturer. Pretreatment processes shall be sized correctly for the flow of the plant, and the components and chemicals used for pretreatment in contact with the water must conform to American National Standards Institute/NSF International (ANSI/NSF) Standard 60 for Drinking Water Treatment Chemicals or ANSI/NSF Standard 61 for Drinking Water System Components. Other pretreatment processes will be reviewed on an individual basis in accordance the innovative/alternate treatment requirements specified in subsection (g) of this section. Acceptable pretreatment techniques include: [§290.42(b)(9)(D)]
- (vi) Bags, cartridge filters or screens for particulate removal;
 - (vii) Chemical addition that will not adversely affect the reverse osmosis or nanofiltration membrane;
 - (viii) Filters for iron and manganese removal in accordance with paragraph (2)(A) of this subsection;
 - (ix) Aeration or degasification; and
 - (x) Ion exchange softening.
41. The treatment plant must include post-treatment facilities for corrosivity control, remineralization and the removal of dissolved gases, such as carbon dioxide and hydrogen sulfide, if necessary to meet the system's water quality goals. The treatment must be sized correctly for the flow of the plant, and the components and chemicals used for treatment must conform to ANSI/NSF Standard 60 for Drinking Water Treatment Chemicals or ANSI/NSF Standard 61 for Drinking Water System Components; [§290.42(b)(9)(E)]
42. Pipes and pipe galleries shall meet the minimum requirements specified in subsection (d)(12) and (13) of this section; [§290.42(b)(9)(F)]
43. Each reverse osmosis or nanofiltration membrane unit shall be equipped to measure conductivity or total dissolved solids in the feed and the permeate water; [§290.42(b)(9)(G)]
44. Chemical storage and chemical feed facilities shall comply with subsection §290.42(f) of this section; [§290.42(b)(9)(H)]
45. Provide cross-connection protection for common piping used for cleaning and normal production modes [§290.42(b)(9)(I)]. This may be accomplished by the installation of a double block and bleed valving arrangement, a removable spool system or other alternative methods approved by the executive director;
46. Provide flow meters on the pipes for feed, permeate, and concentrate water. Additional metering devices shall be provided as appropriate to monitor the flow rate through specific treatment processes; [§290.42(b)(9)(J)]
47. The water system must provide pressure measuring and recording devices before and after each membrane stage; and [§290.42(b)(9)(K)]
48. The water system must provide equipment to monitor the temperature of the water. The temperature of the water must be measured using a thermometer or thermocouple with a minimum accuracy of plus or minus 0.5 degrees Celsius. [§290.42(b)(9)(L)]

August 24, 2022

Mr. William B. Park, P.E.
Sitech Engineering Corporation
1544 Sawdust Road, Suite 100
The Woodlands, Texas 77380

Re: Crown Mountain Water Supply Corporation - Public Water System I.D. #1930020
Proposed Water Plant
Plan Review Log Number 202-066
Real County, Texas

Dear Mr. Park:

The planning material received on February 11, 2002, with your letter dated February 7, 2002, and resubmitted material received on March 11, 2002, for the proposed water plant has been reviewed. The project generally meets the minimum requirements of the TNRCC's Chapter ' 290 - Rules and Regulations for Public Water Systems (Rules) and is **conditionally approved for construction** if the project plans and specifications meet the following requirements:

1. The premises, materials, tools and drilling equipment shall be maintained so as to minimize contamination of the underground water during drilling operation as required in ' 290.41(c)(2) of the rules. At a minimum the following requirements shall be imposed:
 1. Water used in any drilling operation shall be of safe sanitary quality. Water used in the mixing of drilling fluids or mud shall contain a chlorine residual of at least 0.5 mg/l.
 2. The slush pit shall be constructed and maintained so as to minimize contamination of the drilling mud.

3. No temporary toilet facilities shall be allowed within 150 feet of the well being constructed unless they are a sealed, leakproof type.
- 2 All clear wells, ground storage tanks, standpipes, and elevated tanks shall be painted, disinfected, and maintained in strict accordance with current AWWA standards. However, no temporary coatings, wax grease coatings, or coating materials containing lead will be allowed.

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No other coatings will be allowed which are not approved for use (as a contact surface with potable water) by the United States Public Health Service (USPHS), the United States Environmental Protection Agency (EPA), National Sanitation Foundation (NSF), or the United States Food and Drug Administration (FDA). All newly installed coatings must conform to ANSI/NSF Standard 61 and must be certified by an organization accredited by ANSI as required in ' 290.43(c)(8) of the rules.

- 3 All potable water distribution systems including pump stations, mains, and both ground and elevated storage tanks, shall be designed, installed and constructed in accordance with current American Water Works Association (AWWA) standards with reference to materials to be used and construction procedures to be followed. In the absence of AWWA standards, the standards of the American Society for Testing and Materials (ASTM), commercial and other recognized standards may be used by registered professional engineers as required in ' 290.44(a) of the rules.
4. Water transmission and distribution lines must be installed in accordance with the manufacturer's instructions. However, the top of the water line must be located below the frost line and in no case shall the top of the water line be less than 24 inches below ground surface as required in ' 290.44(a)(4) of the rules.
5. The system must maintain a minimum pressure of 35 psi at all points within the distribution network at flow rates of at least 1.5 gallons per minute per connection. When the system is intended to provide fire fighting capability, it must also maintain a minimum pressure of 20 psi under combined fire and drinking water flow conditions as required in ' 290.44(d) of the rules.
6. Air release devices shall be installed in the distribution system at all points where

topography or other factors may create air locks in the lines. Air release devices shall be installed in such a manner as to preclude the possibility of submergence or possible entrance of contaminants. In this respect, all openings to the atmosphere are covered with 16-mesh or finer, corrosion-resistant screening material or an acceptable equivalent as required in ' 290.44(d)(1) of the rules.

7. Specifications for waterline and wastewater line separation distances must comply with all guidelines as required in ' 290.44(e) of the latest edition of the TNRCC=s rules

An appointed engineer must notify the TNRCC's Region 13 Office at (210) 490-3096 when construction will start.

The design engineer or water system representative is required to notify the Plans Review & Rate Design Team at (512) 239-6960 at least 48 hours before the well casing pressure

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cementing begins. If pressure cementing is to begin on a Monday, then they must give notification on the preceding Thursday. If pressure cementing is to begin on Tuesday, then they must give notification on the preceding Friday.

The TNRCC does not approve this well for use as a public water supply at this time. We have enclosed a copy of the APublic Well Completion Data Checklist for Interim Approval.@ We provide this checklist to help you in obtaining interim approval to use this well before we can give final approval.

The submittal consisted of 15 sheets of engineering drawings, technical specifications and an engineering summary. The proposed project consists of:

- § One public water supply well drilled to 860 feet with 662 linear feet (l.f.) of 8 -inch o.d. steel casing and pressure-cemented 662 l.f. with 50 l.f. of 4-inch screen;
- § The well is rated for 60 g.p.m. yield with a 15 horsepower, submersible pump set at 200 feet deep. The design capacity of the pump is 100 g.p.m. at 800 feet total dynamic head

- (t.d.h.);
- \$ 20,000 gallon bolted galvanized steel AWWA D103 ground storage tank;
 - \$ 2,000 gallon ASME Code hydropneumatic water storage tank;
 - \$ Two 500 GPM @ 183 feet total dynamic head (TDH) close-coupled end suction centrifugal water supply booster pumps with associated piping, valves and controls;
 - \$ One 200 GPM @ 183 feet total dynamic head (TDH) close-coupled end suction centrifugal water supply jockey pump with associated piping, valves and controls;
 - \$ 12,050 linear feet (l.f.) of 4-inch, AWWA C-900 DR18 Class 150 PVC waterline;
 - \$ 8,800 l.f. of 3-inch, AWWA C-900 DR18 Class 150 PVC waterline;
 - \$ 11,150 l.f. of 2-inch, AWWA C-900 DR18 Class 150 PVC waterline;
 - \$ Hypo-chlorination system with the capacity of 6 gallons of chlorine per day, and
 - \$ Various valves, fittings, and appurtenances.

Please keep in mind that within 60 days of project completion the engineer must attest in writing that the project was constructed as described in the approved plans, specifications and any change orders filed with the TNRCC as required in ' 290.39(c)(3)(C) of the Rules.

Please refer to Utility Creation & Plan Review Team Log No. 202-066 in all correspondence for this project. This will help complete our review and prevent it from being considered a new project.

We have enclosed a revised Public Water System Plan Review Submittal form. Please complete a copy of this document for every future submittal to TNRCC for review of improvements to a Public Water System. Every blank on the form must be completed to minimize any delays in review of your project. The document is available on our WEB site at the address shown below. For future reference, you can review part of the Utility Creation & Plan Review Team=s database to see if we have received your project. This is available on the TNRCC=s homepage on the Internet at the following address:

Mr. William B. Park, P.E.

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<http://www.tnrcc.state.tx.us/permitting/waterperm/ud/planrev.html>

You can download most of the well construction checklists and the latest revision of Chapter 290 ARules and Regulations for Public Water Systems from this site.

If you have any questions please contact me at (512) 239-0680 or the Internet address: AKADHIKAR@tnrcc.state.tx.us or if by correspondence, include MC 153 in the letterhead address below.

Sincerely,

Kamal Adhikari

Utility Creation & Plan Review Team

Water Supply Division, MC 153

David D. Laughlin, P.E.

Utility Creation & Plan Review Team

Water Supply Division, MC 153

Enclosures(2)

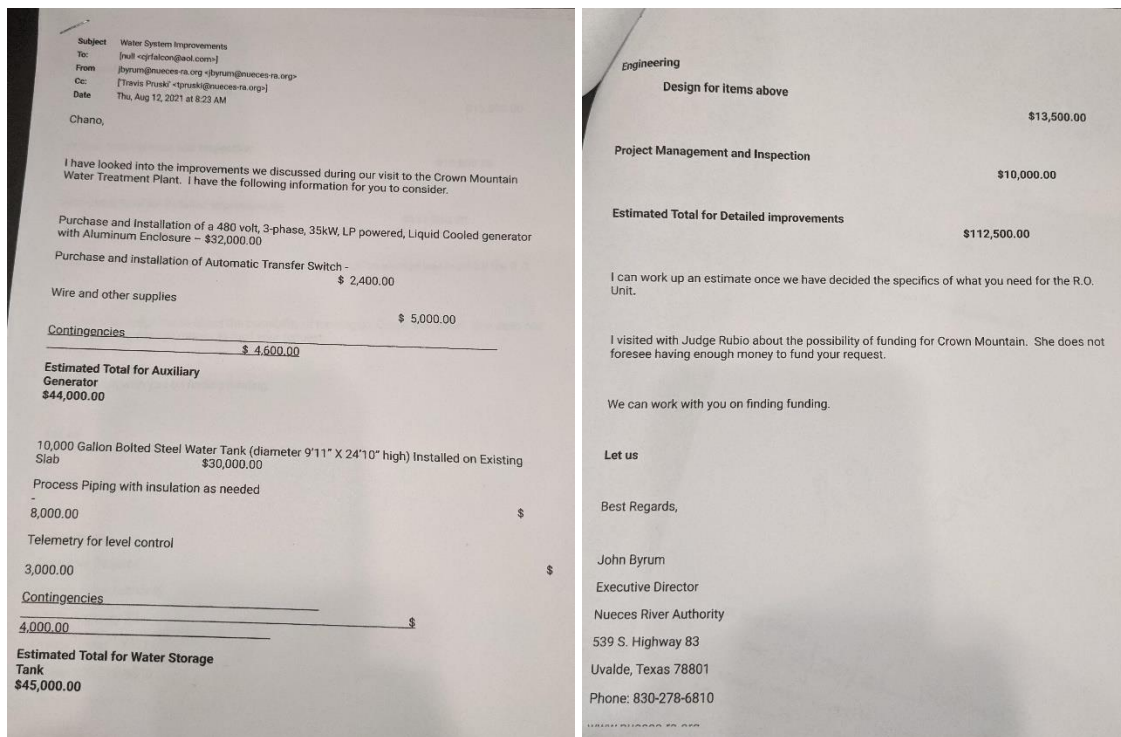
KA/DDDL/lg

cc: Crown Mountain Water Supply Corporation - Attn.: Water Utilities Official, 11197 FM 2854 Road, Conroe, Texas 77304

TNRCC Central Records PWS File

TNRCC Region No. 13 Office - San Antonio (w/approved materials)

Bid:



Motion to set up committee for the project that will prioritize tank, RO, generator. With updates on the situation with the City of Camp Wood and grant financing.

Committee – Chano, John and Rick Garza

Motion by Lee, **seconded by** Yvonne, **ayes** 4 **no's** 0

VII. Adjourn – **Motion Accepted by** Yvonne, **seconded by** Benny,
ayes 4 **no's** 0

Time: 11:50am hrs

VIII. Executive Session – no executive session

A. Any other business – Discussion only

IX. Next Meeting

Date: 09-20-21