

Double Horn Creek Water Supply Corporation

Minutes of Meeting of Board of Directors
2:00 p.m. at 103 Vista View Trail, Suite 100, Double Horn, TX
November 19, 2025

Meeting called to order at 2:01 p.m.

- ❖ Curtis Raetz, President
- ❖ Sig Sereno, Vice President
- ❖ Pilar Chiodo, Secretary/Treasurer
- ❖ Roger Trejo, Director
- ❖ Curtis Jeffrey, SUS Representative
- ❖ Harry Brunner, Member
- ❖ Cathy Sereno, Member
- ❖ Cindy Polluconi, Member
- ❖ Laura Rathe, Member
- ❖ Wayne Rathe, Member
- ❖ Lou Ann Raetz
- ❖ Burton Meador, Member
- ❖ Gary Simms
- ❖ Tom King

1. Summary of meeting notice published. Confirmed a quorum is present.
2. Distribution, Discussion, and Approval/Modification of the October 21, 2025 Meeting Draft Minutes. Motion to approve the minutes by Sig Sereno, seconded by Roger Trejo, all approved.
3. Member and Public Comments: Cathy Sereno announced that the December 11, 2025 city council meeting will have two guest speakers: Mr. Matt Dalrymple and Mr. Henry Dalrymple of Spicewood Crushed Stone. They come every year to have their permit renewed for blasting. They will also give an operations report which is a great opportunity for residents to ask questions. They also have good news regarding the operations report.
4. Confirm Next Meeting Date/Time. Next meeting date scheduled for Tuesday, December 16, 2025, 4:00 p.m. at 103 Vista View Trail, Suite 100, Double Horn, Texas.
5. Discussion, Update, and Action as Needed

- a. Operator's Report Including Bulk Water Delivery Operations, Operating Metrics, Well Management.
 - i. The boost pump that was acting up last month quit working and was replaced with the backup boost pump. The bad pump will be sent off to get refurbished.
 - ii. Chlorine analyzer has been installed and is working well.
 - iii. Not all extension antennas have been installed on smart meters; still on the schedule to be installed.
 - iv. One of the commercial smart meters at the plant may have arrived damaged; will look into it to get it repaired/replaced.
- b. Joint City of Double Horn, Double Horn Improvement Association, and DHCWSC Water Conservation Partnership.
 - i. There has been minimal activity with the rebate program even though it is still in progress. City residents are encouraged to participate in this program as there is still a significant amount of money available for distribution.
 - ii. Sig asked Cathy Sereno to speak to an item that arose at the last city council meeting. Cathy stated that as part of the conservation project, the city was looking into how it could help with the Future Water Security Project. One thought is to partner with DHCWSC in providing communications management. She asked that we put the topic on the agenda for the next board meeting.
- c. Capital Improvement Planning (CIP). Sig sent a spreadsheet to Curtis Jeffrey for review and is still awaiting input from him. Sig also took photo inventory of the plant and will also schedule time with Curtis Jeffrey to visit the well sites.
- d. Future Water Security Project Update, Including FloodMark Engineering Contract.
 - i. Our contracted geologist, Scott Courtney, was not performing to task. He could not articulate a recovery plan so he was released from his contract. We then contacted Brian Hunt of University of Texas Bureau of Economic Geology (BEG). Takeaways from the conversation are as follows:
 - 1. Develop a statement of work (SOW) for new geologist. Field work should take about two weeks.
 - 2. Discussed transient electromagnetic (TEM) survey which might increase the odds of finding a fault/fracture. It's expensive but Brian says they have equipment for this and might be able to come out and do it for us at no cost. Curtis took action to contact property owners to obtain permission for surveys, wells, etc.

3. Member asked about schedule. Goal is to have the first test well drilled in 1Q2026.
- e. 2026 Planning (Priorities, Projects, Budget, and Associated Topics)
 - i. Future Water Security project is the biggest item. We need to complete Phase I and then plan for Phase II.
 - ii. Pilar's term will expire in January 2027. Roger Trejo's term expires in January 2026 but has agreed to run for another term. Chris Radosh has resigned from the board due to work and work related travel. Curtis Raetz and Sig Sereno are stepping down in January 2026. This leaves three seats open on the board. We will be soliciting ballot applications before December 16. Members are encouraged to apply for the three remaining seats; Harry Brunner has agreed to be the election auditor so all ballot applications will be sent to him.
6. Drought and Water Restriction Monitoring, Planning, and Member Communications/ Actions.
 - a. Request for water bill adjustment. None.
 - b. Given the lack of change in the wells there will be no change in the drought stage.
7. Financial and Business Operations Discussion, Update, and Action
 - a. Audit Plan and Preparations for New Well Funding Request(s). No word from any auditors regarding yellow audits. Curtis Raetz has a meeting with Viviana Ortiz of Water Finance Exchange (WFX), he will ask her for recommendations on how to proceed forward.
 - b. Sign Checks/Invoices for Spicewood Utility Services, ORW, and Ripple 2.0 Bulk Water Delivery, Department of State Health Services (DSHS), and Forestar (annual payment for water plant).
 - c. Review Bank Statements, Income Statement and Balance Sheet, and Reserve and Operations Accounts Review and Transfer (if needed). The Operations account continues to decline but there is no need to move money from reserve to operations yet.
 - d. Review Director's and SUS End-Of-Month Reports. A few bills were sent out incorrectly to members - this is being looked into.
8. Current Activity and Priority Planning.
 - a. Need to repair backup boost up as soon as possible.
 - b. Continue to work Future Water Security (Phase I) and succession plan for Curtis Raetz.
9. Other Business Properly Brought Before the Meeting. None.

10. Review Past and Current Action Items

- a. Curtis Raetz to put new agenda item for next board meeting to discuss future stakeholder communication partnership with the city of Double Horn.
- b. Curtis Jeffrey to get backup boost pump refurbished.
- c. Sig Sereno to coordinate a date to visit well sites with Curtis Jeffrey.
- d. Curtis Raetz to contact property owners to obtain permission for surveys and possible TEM survey.
- e. Curtis Raetz to work with FloodMark to obtain schedules for Phase I.
- f. Curtis Raetz to continue to work on the overall board succession plan.
- g. Curtis Raetz and Pilar Chiodo to meet with Curtis Jeffrey offline to discuss end of month SUS reports and metrics.
- h. Curtis Jeffrey to review Sig's capital spreadsheet and make updates as necessary.
- i. Curtis Jeffrey to get water flowing at the West Trail entrance meter for DHIA use. This action has been put on hold due to the current drought stage.
- j. Mike Chiodo to add an item to the Phase II schedule for obtaining a variance from the City of Double Horn and also a two-thirds majority vote of the section that the Phase II well is to be located on.

11. Adjourned at 3:15 p.m.