

# Double Horn Creek Water Supply Corporation

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Minutes of Meeting of Board of Directors  
4:00 p.m. at 103 Vista View Trail, Suite 100, Double Horn, TX  
January 15, 2026

Meeting called to order at 4:00 p.m.

- ❖ Curtis Raetz, President
- ❖ Sig Sereno, Vice President
- ❖ Pilar Chiodo, Secretary/Treasurer
- ❖ Roger Trejo, Director
- ❖ Curtis Jeffrey, SUS Representative
- ❖ Cindy Polluconi, Member
- ❖ Cathy Sereno, Member
- ❖ Garry Simms, Member
- ❖ Ted Groesbeck, Member

1. Summary of meeting notice published. Confirmed a quorum is present.
2. Distribution, Discussion, and Approval/Modification of the December 16, 2025 Meeting Draft Minutes. Motion to approve the minutes by Sig Sereno, seconded by Roger Trejo, all approved.
3. Member and Public Comments:
  - a. Sig Sereno recognized Mike Chiodo again for his hard work on Future Water Security. He has done a lot of work and has sent out many documents to keep the board informed and has done in depth risk analysis.
  - b. Sig Sereno mentioned that the boat storage facility by gate 4 entrance is up for sale and wondered if that would impact the fire suppression tank. Curtis Raetz stated that the tank is on a residential lot and we have an easement, so sale of the commercial property will not impact the residential property.
4. Confirm Next Meeting Date/Time. Next meeting date scheduled for Thursday, February 19, 2026, 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. Production well number one was down. Although the pump was running, no water was coming out. Took the meter apart and it was full of gravel and the meter was damaged. Contracted with APEX and they pulled the pump and also found a hole in the pipe near the pump that may have been caused by cavitation. Tested the pump and the motor was pulling high amps so made the decision to replace the old pump with a new pump. APEX will complete their repairs on Monday. In the mean time, Sig Sereno asked the bulk water providers to increase their deliveries for the next five days to help compensate for the well being down.
  - ii. Texas Rural Water Association (TRWA) will conduct a free leak analysis of our system this coming Wednesday which includes all water pipes up to the individual meters located on the easements.
- b. Joint City of Double Horn, DHIA, and DHCWSC Water Conservation Partnership.
- i. There was one resident who installed a rainwater system and received a \$300 rebate.
  - ii. At the annual meeting the city of Double Horn will man a desk to answer conservation and rebate questions and also raffle a gift certificate to Backbone Valley Nursery for \$150.
  - iii. Vulcan is going to a different alert system, so if members want to be notified members provide their name and text number to the city to be put on the blasting notification system.
- c. Capital Improvement Planning (CIP). Still need input from Curtis Jeffrey to add more information to the capital spreadsheet. Will need to add the newly purchased pump for well number one. Also need to add capital items from the well sites.
- d. Future Water Security Project Update, Including FloodMark Engineering Contract.
- i. Still having standing weekly meeting with FloodMark. Currently working on getting a new geologist on board who has already been identified.
  - ii. Need to obtain permissions from property owners in occupied lots for drilling the test well(s).
- e. 2026 Planning (Priorities, Projects, Budget, and Associated Topics)
- i. Reviewed the latest DRAFT budget for 2026. Made a few changes, the main one being to increase the budget for repair and maintenance since we've already spent in excess of ten thousand dollars with the well number one repair. Provided the budget is approved at the annual meeting, there will be a rate increase in 2026.

- ii. Pilar has been talking to a commercial loan officer at First United Bank to determine how much of a loan we could qualify for if needed. Loan officer will get back with Pilar next week.
  - iii. Curtis Raetz talked to Joe Don Dockery, Burnet County Commissioner for Precinct 4, to determine if the county could partner with us to obtain a loan. He will ask the lawyers to determine if it is possible and get back with us.
  - iv. Board of Directors Election. Two people have submitted applications to be on the board of directors: Gary Simms and Ted Groesbeck.
  - v. Pilar made a motion that Roger Trejo be approved for signature on the bank accounts. Seconded by Sig Sereno, all approved.
6. Drought and Water Restriction Monitoring, Planning, and Member Communications/ Actions.
- a. Request for water bill adjustment. None.
7. Financial and Business Operations Discussion, Update, and Action
- a. Audit Plan and Preparations for New Well Funding Request(s). Cathy Sereno reached out to Diana Ward of JRBT, an accounting firm that the city of Double Horn has been using for years. It turns out that JRBT does yellow book audits. Pilar will contact Diana Ward to ask her about these audits that are required for government loans.
  - b. Sign Checks/Invoices for Spicewood Utility Services, ORW, Ripple 2.0 Bulk Water Delivery, and Apex Drilling.
  - c. Review Bank Statements, Income Statement and Balance Sheet, and Reserve and Operations Accounts Review and Transfer (if needed). All accounts are stable for now.
  - d. Review Director's and SUS End-Of-Month Reports. A few members exceeded 10,000 gallons. One member had a leak when they were out of town.
8. Current Activity and Priority Planning. Future Water Security is top priority and the first priority is to contract with a geologist.
9. Other Business Properly Brought Before the Meeting. None.
10. Review Past and Current Action Items
- a. Curtis Jeffrey to repair or replace well #3 meter.
  - b. Curtis Jeffrey to insulate chlorine pump and perform winter preparations at the plant.
  - c. Curtis Jeffrey to get backup boost pump refurbished.
  - d. Sig Sereno to coordinate a date to visit well sites with Curtis Jeffrey.

- e. Curtis Raetz to contact property owners to obtain permission for surveys and possible TEM survey.
- f. Curtis Jeffrey to review Sig's capital spreadsheet and make updates as necessary. Add information such as age, availability, and cost.
- g. Pilar Chiodo and Curtis Raetz to identify a communications person as part of the stakeholder communications effort; also provide cost to the City of Double Horn.
- h. 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.

11. Adjourned at 5:19 p.m. Motion to adjourn by Roger Trejo, seconded by Curtis Raetz, all approved.