

DOG RIDGE WATER SUPPLY CORPORATION
7645 FM 2410 Belton, Texas 76513

Minutes of the **Regular** Board of Directors Meeting held **Monday, October 13, 2025** at 6:00 PM.

Current Directors

<i>Present</i>	Heidi Curtis President	<i>Present</i>	Rudy Watkins Vice President
<i>Present</i>	Mark Mahler Secretary	<i>Present</i>	Sunshine Sanchez Director
<i>Present</i>	Jeff Combs Director		

Guests/Staff Present: Debbie Farris, DeShon Williams, Sandra Mikesell, Robert Whitley, Daniel Coffee, Ian Camacho, Matthew Perrine and Amber Dulle

The meeting was called to order at 6:11pm by Heidi Curtis, President. Roll call was completed and a quorum was confirmed.

The Pledge of Allegiance was led by Heidi Curtis, President.

PUBLIC COMMENT:

- No public comments made

CONSENT ITEMS: September 8, 2025 Presiding Officer

- A. Minutes of the regular Board Meeting held on September 8, 2025
- B. Financial Summary
- C. Operations Report

A motion was made to accept the consent items as presented.

Motioned by: Rudy Second: Jeff Yea: 5 Nay: 0 Motion Passed

OPERATIONS REPORT:

- Dog Ridge Water Supply Co. has had zero water leaks since the September, 2025 Board Meeting

ENGINEER'S REPORT

- Rudy Watkins provided an update from a meeting with MRB, Heidi Curtis and Matthew Perrine on various projects currently underway.
 - The current project with the City of Belton to install new water lines—funded by the City—is nearly complete. The water lines have already been installed, and the

city is now finishing work on the sewer system. The entire project is expected to be completed by the end of the year.

- Sherwood Shores: After an initial rejection of submitted paperwork to the TWDB, the project is expected to move into the planning phase in the next two weeks which will then lead into the construction phase.
 - Of the \$1.9 million previously approved by the board for the Sherwood Shores project, \$105,000 has been allocated for asset management. MRB is developing an asset management plan that will identify the location and age of all Dog Ridge water lines, provide a recommended replacement schedule, and include a projected budget for those replacements. MRB reported that the plan is approximately 75% complete and is expected to be fully completed within the next two weeks.

UNFINISHED BUSINESS

- **Update on Forensic Audit:** Dog Ridge has received the engagement agreement from Brockway, Gersbach, Franklin & Niemeier, P.C., and the retainer payment has been submitted. The office manager, Amber, is in the process of compiling and providing the requested documentation.
- **Update on Contracting with Outside Vendors:** The directors received two estimates from outside vendors for on-call emergency services. Heidi contacted Bell Contractors, Inc. (BCI) and was also contacted by Anchor Technical. The primary distinction between the two proposals is that BCI requires a \$4,000 retainer. This item was tabled until the next meeting to allow the directors additional time to review the estimates.
- **Update on Adding Information to Monthly Bills:** Heidi expressed interest in including additional details on customer bills, such as the monthly base meter fee and the per-gallon usage rate. Amber reported that, based on a preliminary review of the RVS billing system, those fields are not currently available as customizable options. The item was tabled until the next meeting to allow Heidi and Amber time to meet with RVS to explore potential solutions.

NEW BUSINESS

- **Appointment of Representative to the Central Texas Water Supply Board:** The Board discussed the need to appoint a representative from Dog Ridge Water Supply Corporation to the Central Texas Water Supply (CTWS) Board. The position, previously held by Larry Green, has remained vacant since his departure from the Dog Ridge Board of Directors. Rudy Watkins volunteered to serve as Dog Ridge's representative and attend the monthly CTWS board meetings. A resolution appointing Rudy Watkins as the Dog Ridge representative was presented to the Board for approval.
 - A motion was requested to accept the resolution.

Motioned by: Mark Second: Jeff Yea: 5 Nay: 0 Motion Passed

- **Discussion on Obtaining a Grant for a New Generator:** In accordance with SB3 requirements, Dog Ridge Water Supply Corporation must maintain a backup generator for use during power loss emergencies. The existing generator, purchased approximately three years ago, appears not to have been operated since its installation. The Texas Department of Emergency Management currently offers a grant program that funds up to 75% of the cost for a new generator, including installation, hookups, and necessary housing structures. Dog Ridge WSC would be responsible for the remaining 25% of the total cost. Heidi has contacted the Central Texas Council of Governments for assistance in preparing and submitting the grant application. CTCOG's fee to apply for the grant will also be included in the total amount.
- **Discussion on Modifying Storage Building for Generator Removal:** The Board discussed modifying the storage building that currently houses Dog Ridge WSC's non-operational generator to facilitate its removal for disposal or potential sale. The generator was installed on a concrete foundation, and a storage structure was constructed around it. Removal will require either partial disassembly of the building or the construction of a larger access door.
- **Personnel Action Form:** Upon her arrival at Dog Ridge WSC, Heidi was unable to locate a personnel action form to document employee changes, such as rate of pay adjustments or promotions. A new Personnel Action Form has been created to ensure proper documentation of such actions going forward.
 - A motion was requested to accept the Personnel Action Form

Motioned by: Sunshine Second: Jeff Yea: 3 Abstain: 2 Motion Passed

- **Discuss emergency connection to City of Belton's water supply that was once in place:** The Lead Technician reviewed the Dog Ridge WSC service map, identifying a previous emergency connection to the City of Belton's water supply. The city indicated that the connection had been in place until it was severed by the most recent General Manager. Concerns previously noted regarding potential bacterial bloom due to differing water treatments were clarified, with the Board acknowledging that in a short-term emergency, the risk is minor compared to the absence of water service. Item tabled until a meeting can be had with the City of Belton.
 - Customer Robert Whitley suggested the possibility of establishing a similar emergency connection with the City of Harker Heights. Vice President Rudy Watkins expressed his intent to meet with representatives from Harker Heights to explore establishing such a connection.
- **Discussion on Potential City of Belton Assumption of Three Creeks Development Area:** The Board engaged in a preliminary discussion regarding the Three Creeks subdivision. The City of Belton shares water rights with Dog Ridge WSC in this area due to the dual CCN. Upon completion of Phases 9 and 10, Dog Ridge will have approximately 440 meters installed in the development. If Dog Ridge were to relinquish service of this area to the City of Belton, the Corporation would retain its water rights, and the City could provide fire protection to the affected addresses.
 - Customer Robert Whitley expressed concern that this area represents the newest and most efficient infrastructure, likely requiring minimal maintenance for the foreseeable future. Heidi noted that the discussion is in its early stages and that it

is uncertain whether existing loan terms would even permit the City of Belton to acquire the area.

CLOSED SESSION

- A Closed Session of the Board of Directors began at 6:41pm.
- Open session resumed at 6:55pm.
- **Appointment of a General Manager:** Vice President Rudy Watkins, who has extensive experience managing large corporations, has agreed to serve as the General Manager in a compensated role.
 - Customer Robert Whitley raised a concern regarding whether a Board member may hold a compensated position within the Corporation. Heidi informed Mr. Whitley that, according to Dog Ridge's legal counsel, Mr. Watkins may serve in both capacities and receive compensation up to a specified amount. Mr. Watkins' compensation was established at \$1,950 per month.
 - A motion to accept the resolution appointing Rudy Watkins as General Manager was requested by Heidi.

Motioned by: Mark Second: Jeff Yea: 5 Nay: 0 Motion Passed

SET DATE OF NEXT MEETING

- Board of Directors Meeting

President

December 8, 2025

ADJOURNMENT: 7:02pm

Motioned by: Sunshine Second: Rudy Yea: 5 Nay: 0 Motion Passed


Heidi Curtis | President
DRWSC


Rudy Watkins | Vice President
DRWSC