

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

Minutes of the **Regular** Board of Directors Meeting held **Monday, December 8, 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 Treasurer	<i>Present</i>	Sunshine Sanchez Director
<i>Present</i>	Jeff Combs Director		

Guests/Staff Present: Bill and Marsha Aiken, Debbie Farris, Scott Curtis, Robert Whitley, Ian Camacho, and Amber Dulle

The meeting was called to order at 6:03 pm 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: **December 8, 2025** Presiding Officer

- A. Minutes of the regular Board Meeting held on November 10, 2025
- B. Financial Reports
- C. Expense Reports
- D. Director's Report

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

Motioned by: Mark Second: Jeff Yea: 5 Nay: 0 Minutes Accepted

OPERATIONS REPORT

- Vice President Rudy Watkins provided an update on water loss for the month of November. He reported that Dog Ridge experienced six accounted-for line breaks, resulting in approximately 684,000 gallons of water loss. Additionally, approximately 85,000 gallons were used for daily flushing and 170,000 gallons for daily sampling, for a total unaccounted-for water loss of approximately 939,000 gallons.
 - Customer Bill Aiken asked whether this amount of water loss is considered normal. Vice President Watkins explained that this figure is lower than Dog Ridge's typical water loss and that monthly loss amounts vary.

- Vice President Watkins further explained that due to an error in previously reported figures, water loss for the prior month was not properly accounted for; this miscalculation has since been corrected.

ENGINEER AND GENERAL MANAGER REPORT

Vice President Rudy Watkins provided updates on the following ongoing projects:

- **BEDC Water Main Improvement Project**

The scheduled walkthrough resulted in identification of minor items requiring completion prior to project closeout, including removal of construction debris, minor fence repairs, cleaning of water valve covers, and grass installation. These items were agreed upon, and a follow-up meeting is tentatively scheduled for January.

- **Asset Management Plan (MRB)**

The Asset Management Plan prepared by MRB is approximately 90% complete. Vice President Watkins has scheduled monthly meetings with the assigned engineer and project manager to monitor progress and review outstanding items.

- **Sherwood Shores Project**

Dog Ridge is awaiting review and approval of the Engineering Feasibility Report by the Texas Water Development Board (TWDB). Upon approval, the project will move into the design phase. MRB continues to anticipate construction beginning in mid-2026.

- **Lead Service Line Inventory (LSLI) Project**

A temporary contract employee has been hired to identify meters installed prior to June 1981. Once identification is complete, someone will then be hired or assigned to conduct lead testing at each identified meter, with testing expected to take approximately one hour per site.

- Dog Ridge received a quote of approximately \$330,000 to outsource this project. Vice President Watkins explained that completing the work in-house with a contract employee will result in significant cost savings.
- Currently, only identification is required. Should lead be identified, a remediation plan will be developed. This plan will include notifying affected customers and providing options such as pipe replacement or installation of a backflow prevention device to prevent lead-contaminated water from entering the Dog Ridge water system.

UNFINISHED BUSINESS

- **Forensic Audit Update**

No update at this time.

- **Generator Grant Update**

No update at this time.

- **Update on Removal of the Current Generator**

Director Jeff Combs evaluated the feasibility of disassembling the structure housing the

generator and reported that he met with an individual willing to remove the generator at no cost, with the understanding that the individual may dispose of it at their discretion.

- Customer Robert Whitley suggested hauling the generator to a scrap yard to recover value from scrap metal, estimating the cost would be minimal. Vice President Watkins reported that two scrap vendors were contacted and quoted between \$12,000 and \$15,000 solely for transportation.

- **Update on New Billing Software**

A contract with El Dorado billing software was executed the week prior to the meeting. The new system will provide enhanced reporting, including detailed adjustment histories, prior usage data, improved tracking by pump station, and a paperless billing option. All records will be stored in the cloud with two separate backups, reducing the need for physical file storage.

Dog Ridge's current billing software charges based on customer count, whereas El Dorado offers a flat rate regardless of the number of customers, providing improved value.

El Dorado and FLOWatch are coordinating system integration to allow improved work order management.

- **Update on Lead and Copper Inventory Grant**

Provided under the Engineer and General Manager Report.

- **Potential City of Belton Assumption of Three Creeks Development Area**

Discussion tabled until 2026.

- **Emergency Connection Meeting with the City of Belton**

Discussion tabled until 2026.

- **Contracting with Outside Vendors**

Discussion tabled at this time.

- **Update on FLOWatch**

Implementation of FLOWatch is underway. Three months of historical data have been uploaded, and technicians have begun using the system. The original quoted monthly fee of \$2,200 was negotiated down to \$1,400 per month following a three-month free trial period. The system will continue to be customized to meet Dog Ridge's operational needs.

- FLOWatch complies with TCEQ reporting requirements, which will help streamline monthly reporting.
- FLOWatch will improve water loss tracking by comparing water supplied to each pump station from CTWS with water delivered to customers, helping to pinpoint loss locations. TRWA considers 23–25% water loss acceptable; Dog Ridge reported approximately 37% water loss in 2024. Historically, Dog Ridge's water loss ranged from 10–15% during the 1980s and 1990s.

- Dog Ridge has purchased flush valve meters to better measure flushed water volumes based on pressure and duration. This data will be entered into FLOWatch to more accurately capture flushed water, which Vice President Watkins noted has historically been underestimated.
- Director Jeff Combs raised concerns regarding water usage by fire departments that is currently not being captured or reported. Vice President Watkins stated he has not located an agreement between Dog Ridge and the fire departments discussing how much water they are allowed.

NEW BUSINESS

- **Dog Ridge Tariff Updates and Comparison with TRWA Tariff**

Director Sunshine Sanchez reiterated the need to update the Dog Ridge tariff. Rather than making incremental changes, Vice President Watkins obtained a sample tariff from TRWA to serve as a comprehensive template for updating Dog Ridge's tariff in its entirety.

- **Presentation and Review of Proposed Fiscal Year 2025 Budget**

Vice President Watkins reported that no formal budget could be located after 2017. Using income and expense data from QuickBooks, he prepared a proposed budget for fiscal year 2025.

- Vice President Watkins noted anticipated increases in expenditures related to the Sherwood Shores project and rising utility costs.
- Total expenses for fiscal year 2024 were approximately \$2.1 million, with projected expenses of approximately \$2.5 million for fiscal year 2025.
- Depreciation is projected at approximately \$250,000, compared to \$220,000 in fiscal year 2024.

No vote or board approval was requested at this time.

- **Dog Ridge Logo Initiative**

A logo design contest has been launched and is open to members and employees. Submissions will be accepted through February 28, 2026, with voting scheduled for the annual meeting on March 9, 2026. The selected logo designer will receive either a \$50 bill credit or a \$50 gift card.

- **Accounting and Payroll Software Review**

As part of ongoing efforts to streamline operations, Dog Ridge is evaluating new accounting and payroll software. During a visit to Virginia Hill WSC to review El Dorado billing software, office staff demonstrated their accounting and payroll platform, Patriot, to Amber and Heidi. Current ADP payroll fees average approximately \$375 per month, while Patriot is estimated to cost approximately \$94 per month for combined accounting and payroll services.

SET DATE OF NEXT MEETING

President

- Board of Directors Meeting

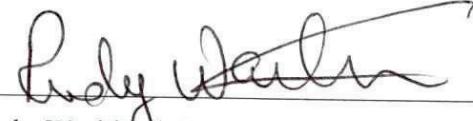
January 12, 2026

ADJOURNMENT: 7:30pm

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



Heidi Curtis | President
Dog Ridge Water Supply Corporation



Rudy Watkins | Vice President
Dog Ridge Water Supply Corporation