HHWSC Board Meeting
Thu, Sep 24, 2026

Board members attending: Mike Thering, Marilyn Boyer, Kate Evans, Gretchen Heber
Absent: Shawn Young
Also Attending: Curtis Jeffrey and Samantha Jeffrey from SUS
No members attending

Meeting called to order 6:34

Summary:
The board reviewed customer billing, service capacity, system conditions, compliance, and administrative projects.
• One-time forgiveness discussed for $1,105.42 bill
• Service requests cost $85 and remain prioritized six months
• System production remains approximately 10,000 gallons daily
• Tax exemption could save $600–$700 annually
• Mapping and tariff updates remain in progress

Action Items:
* Kate Evans will add the attendees and the board's agreement to the July community meeting materials.
* Gretchen Heber will double-check whether the presentation from July community meeting has been posted on the website.
* Mike Thering will send the presentation to Gretchen Heber.
* SamanthaJeffrey will calculate extra usage scenarios using the agreed three-month average and excess-usage rate and send them to the group
* SamanthaJeffrey will add taxes and other applicable charges to the extra-usage calculation
* SamanthaJeffrey will resend the service availability request form email to Kate's alternate email address
* Marilyn will send the treasury report to the group
* Mike Thering and Jesse will complete and submit the property tax exemption form
* Marilyn will circulate the information she has about the required open meetings, public information, and records training
* Curtis Jeffrey will correct the date on the water-level chart
* Curtis Jeffrey will evaluate and share the alternative water-level spreadsheet or graph format
* Mike Thering and Gretchen Heber will test whether the shared info@ account can be used to start Zoom meetings without Mike joining first
* Gretchen Heber will send Kate Evans instructions for adding the Hazy Hills email account to her phone
* Mike Thering will contact the Texas Water Development Board to confirm receipt and status of the application.
* SamanthaJeffrey will follow up with Patrick Tucker about the suspected leak and report what she finds.
* Mike Thering will remind Curtis to coordinate a mapping session after Curtis returns.
* Board members will review, sign or initial, and submit the corrected tax return.
* Meeting participants will continue contacting Jesse to resolve electronic approval problems with the tax return.

Key Discussion Points:

Meeting Opening and Prior Minutes
Participants joined the Zoom meeting, addressed attendance and connection issues, and reviewed the agenda. Mike and Marilyn discussed the prior minutes, including the missing attendee list and the need to preserve customer names where they appeared in the record. Today's agenda and minutes from August meeting approved.

Gretchen noted that she had not received the July minutes, and Kate explained that the July meeting had consisted primarily of Mike's presentation with few substantive discussions. Kate agreed to add the attendees and the board's agreement, while Gretchen agreed to verify whether the presentation had been posted online.

SUS Admin Report from Samantha Jeffrey:

Samantha Jeffrey presented a customer request involving 34,000 gallons of usage and a $1,105.42 bill at 22307 Hazy Hollow Drive. The customer attributed the usage to a possible damaged hose, but the group questioned whether the explanation accounted for the volume and reviewed the meter readings and historical usage. The board confirmed that the customer had not previously received leak forgiveness and discussed the property's multiple buildings or mobile homes served by one tap. Participants considered whether the property configuration or a longer-duration leak could explain the unusually high usage, while also identifying uncertainty about the exact circumstances.

Mike proposed granting the customer a one-time forgiveness despite the multiple-building configuration. The discussion noted that requiring separate taps could exceed the system's anticipated TCEQ allowance, and SamanthaJeffrey had already informed the customer that forgiveness would be limited to once every two years. The board established a method for calculating extra usage based on the previous three months' average and a $3.46-per-thousand-gallons rate for excess usage.

They then reviewed the six-month service availability request process for 4020 High Rim, including the $85 fee, applicant-paid infrastructure costs, and priority rules for limited meter capacity.

Treasurer Report from Marylin Boyer:

Marilyn presented the financials for September:
Operating account balance is $44,536.63
Maintenance Money Market account #3939 balance is $52,107.25. Marilyn noted that August interest earned was $111.89

Expenses paid since the August 27, 2026 meeting include:
8/28 $18.11 paid to Zoom
9/3 $176.75 paid to Liberty Hill Bookkeeping
9/16 $17.20 Paleface Feed for stamps
9/16 $255.11 to Blue Host for website domain and email
9/20 $239.92 and $59.77 to PEC for both well sites
9/21 $4,297.10 to Spicewood Utility Service for August operations
9/23 $2,328.00 to The Cincinnati Insurance Companies for annual liability insurance
9/23 $530,25 to Liberty Hill Bookkeeping for filing 2025 income tax

The treasury report was reviewed and cleared for distribution without questions.

Mike reported that he spoke to bookkeeper Jesse about HHWSC being exempt from property taxes. Jesse will prepare a property tax (ad valorem) exemption application. The board discussed potentially required training covering open meetings, public information, and records obligations.

Water System Report by Curtis Jeffrey with SUS:

Water-Level Monitoring and System Operations

The board reviewed recent well-depth readings, including a roughly one-foot decline and uncertainty about whether the latest measurement was taken after sufficient recovery time. Curtis reported that the system was producing approximately 10,000 gallons per day and operating normally, with pump savers managing the wells' contributions.

Member Communications Report by Gretchen Herber:

Gretchen reported that the organization's shirts were available for pickup.

Zoom Account Access and Email Configuration

The group revisited changing the Zoom account's associated email to the shared info@ address so members could start meetings independently. Mike and Gretchen agreed to test the setup, and Gretchen offered to help Kate configure her Hazy Hills email on her phone.

Old Business:

Grant Application and Tariff Update

Mike Thering reported no progress on the WUTAP application to Texas Water Development Board and discussed contacting the agency to verify receipt and status. The tariff update appeared complete in substance, just needing reformatting.

Water-System Mapping and Suspected Leak

Mike Thering described meter-recording work with Tyler and identified standing water near a meter as a possible leak. The group considered whether the leak was on the property owner's side and discussed unusually high water usage, a swimming pool, and possible remodeling.

Mapping Next Steps

Mike Thering outlined plans to connect meter locations to water lines and add information about pipe sizes, flush valves, and shutoff valves. Curtis will assist after returning from travel, with Mike planning to follow up on scheduling.

Corrected Tax Return Approval

The group discussed reviewing and approving Jesse's corrected tax return. Several participants had not completed the electronic approval or encountered problems with initials and signatures, so they were advised to continue contacting Jesse.

Attendance and Next Meeting

The group noted that no members attended the referenced session. The next board meeting was identified as the October 22,2026 at 6:30 via Zoom. Meeting concluded adjourned at 7:23.