

Double Horn Creek Water Supply Corporation

Minutes of Board of Directors Meeting
103 Vista View Trail, Spicewood, TX

February 15, 2017

1. Call to order at 2:15.
2. No objection to notice.
3. Motion to approve minutes by Bernd Luhrs, seconded by Neil Stegall. Approved.
4. Board members present: Glen Zoerner, Bernd Luhrs, Neil Stegall
Member present: Basil Bigbie
Spicewood Utilities: Brent Taylor
5. Financial status
 - a. Approval of new members:
Jeff and Paula Smith, fees paid, application approved
Billy and Diane Johnston, fees paid, applications approved
 - b. Motion made to remove record of deed as membership requirement by Glen Zoerner, seconded by Bernd Luhrs. Approved.
 - c. Bank statements reviewed.

\$9,600 income for the month.

As there still is a problem transferring records electronically from Nelson Business Service, motion made by Neil Stegall, seconded by Bernd Luhrs to upgrade DHWSC QuickBooks to the 2016 version. Approved.
6. Invoices reviewed and paid.
 - a. Spicewood Utilities
 - b. BEFCO engineering
 - c. DSHS testing lab fees, two check for two invoices
 - d. Reimbursement made to Glen Zoerner for gift pen to departing Assistant Secretary-Treasurer Jane Butler; and purchase of miscellaneous supplies.
7. Operator's report
 - a. Well levels on file at SUS office. Not notable change in well levels.

Motion made by Bernd Luhrs, seconded Neil Stegall to check water levels once a month under Stages 1 and 2 of use restrictions and to check levels weekly during Stage 3 and higher drought restriction. Approved.

b. Tank replacement needs approval to go ahead with fabrication and installation.

Leak in transfer pump repaired. Chlorination solenoid failed and was replaced.

c. Meeting to be held February 22, 2017 at 1000 with TCEQ to review proposed plans for bring Well #1 online.

8. Additional business

a. Addendum made to January 11, 2017 minutes to change banking signature card for reserve bank account.

b. Debit card to obtained for small purchases.

c. Inquiry was made regarding electronic payment systems. There is a possibility of SUS billing interfacing with Payclix as a portal for electronic payment. A Payclix membership is \$1,000 and there is a 1% transaction fee. Action deferred.

d. Basil Bigbie present for his proposal for changes to the membership application process. A working document was offered which described explicit step-by-step instructions for both the buyer and seller. See attached document.

Discussion centered on the specific and unique difficulties in the application process for an individual applying for reserve service for undeveloped property versus the transfer of membership and service between a seller and a buyer, especially of a built out home. Specific language changes are indicated to further clarify membership purchase and transfers. The present proposal will be reviewed by Glen Zoerner and resubmitted to the board for discussion.

e. Initial discussion held on possibility of hiring a general manager for DHWSC operations and the likely financial impact on the corporation.

Further discussion was held on the viability of DHWSC if board membership cannot be maintained so as to have a quorum for business. Noted that the company would be at risk for going into receivership in such a case.

9. Adjournment

Moved by Neil Stegall, seconded by Bernd Luhrs and approved.



Neil Stegall
Secretary/Treasurer



Glen Zoerner
President