

## **Double Horn Creek Water Supply Corporation**

103 Vista View Trail, Spicewood, TX 78669

Minutes of Board of Directors Meeting

November 15, 2017

- 1) Call to order at 7:01 PM. Directors present: Glen Zoerner, Bernd Luhrs, Curtis Raetz, Jim Millard, Neil Stegall.
- 2) Summary of meeting notice published.
  - a. Call for volunteers to serve as directors.
- 3) Distribution of draft minutes of the October 18, 2017 meeting. Raetz moved for approval, Luhrs seconded. Approved.
- 4) Member and public comments.
  - a. Lewis Feder present. Reports that his household has not been paying the email bill since his email receives the bill and Tina Caldara pays the bills. Will be resolved through Spicewood Utility. Also had general question about adjusting balances between operating fund and reserve fund. Zoerner replied that there is not particular policy on shifting funds to the reserve but funds are transferred according to projected operating and capital expenses.
- 5) Financial review
  - a. Checks signed for Spicewood Utility, Southwest Engineers and Department of Health Services.
  - b. Review of bank statement, Income Statement, Balance Sheet
    - i. Noted that -\$8,499 net income because of operational upgrades
  - c. NSF check received from member. Resolved with writer of check.
- 6) Termination of membership after property sale
  - a. A property on Running Brook was sold. Reserve charges were due and no transfer paperwork was received. After the new owner was notified of the consequences for failure to make proper transfer, transfer and reserve charges were paid.
- 7) Notice received from IRS for failure to file Form 990 for nonprofit organization.
  - a. Stacy Nelson of Nelson Business Services had said she would file electronically and this did not happen. There was a failure to follow up on whether or not she had done the filing.
  - b. No penalty anticipated.
  - c. Board should follow up with Nelson by February 15 next year to confirm completion and submission of Form 990.
  - d. Board consensus was to continue relationship with Nelson unless and until there is another failure to perform.
- 8) Operator's report by Brent Taylor of Spicewood Utilities.
  - a. Well #1 project- final approval.
    - i. Conditionally approved for construction.
    - ii. Contact time study forwarded electronically to TCEQ with hard copy following November 16, 2017.

- iii. Chemical analysis to be done. There is a two month wait for results from this test as there is only one lab performing this.
  - b. CCCP status.
    - i. Letter will be sent to new members from this point forward about required inspections for new homes and transferred memberships of existing homes.
- 9) Discussion
- a. 2018 tariff final approval
    - i. Luhrs moved for approval, seconded Stegall. So approved.
- 10) Preparation for 2018 annual meeting
- a. Board of Director candidates at present: Raetz, Millard, Luhrs. Each needs to submit a biography for election
  - b. Presentation materials for election, tariff rate changes to be prepared for mailing ahead of annual meeting.
- 11) Other business properly brought before the meeting.
- a. Jim Millard submitted a general question as regards the HOA not being charged for water usage at the pool. Also, there is a discussion of possible irrigation projects at the Double Horn entry gates. Zoerner expressed opposition to such an exception. Stegall stated he opposes this exception especially because irrigation uses more water than any other use and that in any case the HOA needs to pay for plant operations as does any other user. Tabled for further discussion.
  - b. Raetz noted that since Brent Taylor of SUS had to leave the meeting there had been no time to discuss the possibility of SUS taking over DHWSC management and what tasks and duties they were willing to perform. To be included in next agenda as executive committee discussion with Taylor.
- 12) Next meeting set for December 20, 2017 at 7:00 PM.
- 13) Meeting adjourned at 8:40 PM upon motion of Luhrs, seconded Stegall. All approved.



Neil Stegall  
Secretary/Treasurer



Glen Zoerner  
President