

# Double Horn Creek Water Supply Corporation

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Minutes of Meeting of Board of Directors  
7:00 P.M. AT 103 Vista View Trail, Spicewood, TX  
November 19, 2019

1. Meeting called to order at 7:04 p.m.
  - ❖ Curtis Raetz, President
  - ❖ Les Shroyer, Vice President
  - ❖ Pilar Chiodo, Secretary/Treasurer
  - ❖ Jim Millard, Director
  - ❖ Brent Taylor, SUS
  - ❖ Harry Brunner, Member
  - ❖ Roger Trejo, Member
  - ❖ Dave Johnson, Director: Not present — tendered his resignation effective immediately.
  
2. Discuss and approve minutes of previous board meeting.
  - ❖ Motion to approve: Les Shroyer, 2nd by Jim Millard, all approved.
  
3. Open Discussion:
  - a) Discussed reserve account and how much we should invest in a community project. Currently looking into installing fire fighting water tanks over the next year or two in the area.
    - Project will need 30,000-65,000 gallon tanks. Fire Marshalls indicate they would like 120,000 gallons of capacity over 2 hours which is 1000 gal/min for 2 hours.
    - Jim Millard obtained quotes for 65,000 and 77,000 gallon tanks from Texas Tank Supply:
      - 65,000 gallon tank holds approximately 58,000 gallons of water.
      - 77,000 gallon tank holds approximately 68,000 gallons of water.
      - Also discussed the size of the lines required to fill these tanks and their fill rate.
      - Estimates are reasonable and include the tank and all installation including supporting valve system for the fire department. Excluded from this estimate is a support base for the tank which could run anywhere from \$3000-\$5,000.
      - The big question is placement of the tanks. The low profile tanks would require about a 50' diameter footprint and must have easy access for the fire trucks.
      - Possible tank locations could be on HOA owned land or property owner(s) easement. Will involve fire department when deciding placement of tanks.
      - Any tank(s) not near the water plant would have to have a water line connection for filling purposes with a manual valve to do so. Discussed possible downsizing to a 30,000 gallon tank because they could be filled as water is being pulled.
      - Another possibility is utilizing the flush valves at cul-de-sacs on Creekside Trl.

- Current quotes are for low profile tanks. **Jim took action to get estimates for other size tanks.**
  - All board members were polled on feasibility of plan and everyone believed it was an excellent idea. It was noted that brush fires are the single biggest fire risk in the area and that these water tanks could also be accessed for fires outside Double Horn.
  - The takeaway from the discussion was that the tanks will reside at multiple locations, it will involve a phased approach, and the current unknown is land and site placement.
  - **Action: Jim Millard to obtain quotes on more tanks options.**
  - **Action: Curtis to take on VFD coordination.**
  - **Action: Jim Millard to begin list of tank placement recommendations.**
4. Operator's Report and discussion/update:
- a) SCADA has been repaired and is running well.
  - b) Board requests SUS replace the chain link fence around well #1 with an 8' tall wooden fence (per TCEQ requirements).
  - c) Well #3 needs shelter also; have VFD that needs protection from the sun.
  - d) Well #2 needs shelter around the electrical.
  - e) **Action: Brent to get quotes on pricing for these fences and shelters.**
5. Drought contingency monitoring:
- a) Wells #1 and #2 are still status green. Well #3 still yellow but rebounding. There is currently no cause for concern.
6. Financial and business operations review:
- a) Signed checks for DSHS Central Lab, SUS, and Taber & Burnett, PC.
  - b) Reviewed Bank Statements, Balance Sheet, and Profit & Loss Sheet. Company is doing financially well. Have profit in spite of several projects that have been paid for throughout the year.
  - c) Plan to move some dollars from operating account into reserve account in December.
  - d) Member accounts:
    - a) Lot corresponding to account #99 was sold but transfer of ownership paperwork was never received, so it is not known who the new owners are. Need to locate and contact new owners and inform them that the transfer of ownership still needs to occur. **Action: Curtis and Jim took agree of plan of action in locating new owner(s).**
    - b) One delinquent account still an issue. **Action: Curtis to talk to Lafayette on next plan of action to bring account current.**
7. 2019 year end and 2020 strategy & planning:
- a) Continued to discuss agenda for annual meeting scheduled for January 18, 2020.

- Continued discussion of project options to present to the members, specifically the water tanks.
- Discussed whether or not to consider a rebate along with the water tank project and if it was financially feasible to do so.

b) Annual meeting planning:

- Financial Review and 2020 Budget sheet was reviewed for annual meeting. **Pilar and Curtis took action to refine 2020 budget numbers.**
- Discussed the draft annual meeting presentation. Decided to add some of the water tank schematics/pictures into the presentation to give the members a better idea of the water tank project.
- Discussed open board of director seats. Dave Johnson resigned effective immediately, Jim Millard is leaving at the end of the year, and Curtis Raetz is up for reelection.
- Discussed changes to the current ballot. There will now be 3 open seats instead of 2 due to Dave Johnson's resignation. **Curtis took action to modify ballot and distribute to members by Dec. 4, 2019.**
- Discussed list of names and qualifications for election auditor. **Curtis took action to find an election auditor for annual meeting and resend message soliciting members who want to join the board of directors.**
- Need to purchase QuickBooks Premier for DHCWSC to be compatible with what Taber & Burnet use. This is a one-time purchase.

8. Member and public comments: Member brought up question of whether or not we have adequate water supply for the future. Discussed in detail Don Rauschuber's report indicating that we have adequate water supply for 190-200 homes at the .6 gal/min rate that TCEQ requires. All of this is subject to drought conditions. Also discussed options in the report should we ever need more water. A summary of the findings from Don's report will be presented at the annual meeting.

9. Other business properly brought before the meeting:

1. Comptroller for the state of Texas has opened up the eminent domain filing season. **Curtis took action to register DHCWSC to have the right of eminent domain.** This is done on an annual basis.
2. TCEQ still owes us a testing schedule for well #1.

10. Next meeting date:

- ❖ Tuesday, December 17, 2019 at 7:00 p.m.

11. Adjourned at 8:38 p.m.

- ❖ Motion to adjourn: Jim Millard, 2nd by Les Shroyer, all approved.