

# 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  
August 26, 2019

1. Meeting called to order at 7:04 p.m.
  - a) Curtis Raetz, President
  - b) Les Shroyer, Vice President
  - c) Pilar Chiodo, Secretary/Treasurer
  - d) Jim Millard, Director
  - e) Dave Johnson, Director
  - f) Brent Taylor, SUS Operator
  - g) Roger Trejo, Member
2. Discuss and approve minutes of previous board meeting.
  - a) Motion to approve: Jim Millard, 2nd by Dave Johnson, all approved.
3. Open Discussion:
  1. Follow up on TCEQ Submittal for Well #1 approval.
    - a) Waiting on approval for Well #1 from TCEQ and it is expected soon. Curtis to contact Donald Rauschuber for status update.
  - 2) Follow up on Donald Rauschuber's future water demand and sourcing options.
    - a) In the interest of security, it was recommended that the following modifications be made to the final report prior to posting on the website: a) remove water company schematic and b) change the contact company names to generic company names, c) add Trinity option to the report. Board members to red-line the document within the next 2 weeks. The redlined version will be forward to Don Rauschuber for final review. Once approved, document will be posted on website.
    - b) Drought contingency monitoring numbers were evaluated and it appears that wells #1 and #2 are communicating, and well #3 is independent.
  - 3) Electrical Power Contingency Options
    - a) Dave talked to employee at PEC engineering department about contingency plans in case of power outage. He indicated that PECs response time will be 1-2 hours.
    - b) Board members discussed possible scenarios and solutions in the case power is lost to the plant for an extended period of time: installation of transfer switch at plant, availability of 25kw generator, probability of loss of power, etc. Decided that probability of this event is small. Motion to table discussion by Les Shroyer, 2nd by Dave Johnson.

4. Operator's Report:
  - a) Disaster recovery plan update.
    - Everyone was satisfied with the disaster recover plan contents. Brent to submit electronic copy for storage on company drive.
  - b) Water loss
    - Water loss declined to 11.55% from prior month after water leak found and repaired. But this number also includes some days of additional leaks. Will monitor water loss numbers closely for the next few months to ensure they are within reasonable limits.
  - c) Other operations
    - Repairs to well #2 complete after lightning strike and well #2 is back online.
    - Well #1 filters were found to be plugged. Will order and replace with new filters.
    - It was discovered that the alarm system/autodialer system did not work as intended on one occasion. Rebooted controls and system is working again. Further troubleshooting will be done to determine what exactly failed and proper repairs done if necessary.
5. Drought contingency monitoring:
  - a) Wells #1 and #2 are status green. But due to limited rainfall, well #3 went from status green to status yellow. Will continue to monitor well levels closely and implement drought contingency plans if necessary.
6. Financial and business operations review:
  1. Signed checks for SUS, Don Rauschuber, and Taber & Burnett, PC.
  2. Reviewed Bank Statements, Balance Sheet, and Profit & Loss Sheet.
  3. Reviewed director's report and SUS end-of-month (EOM) reports.
    - a) Noted that 2 accounts are over 60 days delinquent. Jim to check with Lafayette Coleman of SUS to get most recent status of accounts and determine action plan if necessary to bring accounts up to date.
7. Discussion:
  - a) Mark Zeppa, who has provided legal advice in the past, is retiring. Curtis to request he transfer his legal records to DHCWSC.
  - b) Post office is not doing a good job of getting mail to our mailbox. It was decided best way to solve problem is to obtain a PO Box. Pilar Chiodo to request box prior to the next board meeting.
- 8) Member and public comments: None.
9. Other business properly brought before the meeting:
  - a) Had first look at 2020 strategy planning. Discussed several items for future discussion: electrical failure contingency, fire hydrant(s), reduction and payoff of balance with Forestar, and member dividend payment. Decided to table Forestar payoff for now.
10. Action Items:

- a) Curtis Raetz to followup with Don Rauschuber regarding status of TCEQ approval for Well #1.
  - b) All board members to redline Don Rauschuber's document one more time and send inputs to Curtis with 2 weeks.
  - c) Brent Taylor to send electronic copy of Disaster Recovery Plan to Curtis for storage on company drive.
  - d) Jim Millard to call Lafayette Coleman about most recent status of delinquent accounts.
  - e) Pilar Chiodo to obtain PO Box for DCHWSC.
  - f) Curtis Raetz to request document transfer from Mark Zeppo.
  - g) Curtis Raetz to email members about BOD openings for 2020.
- 11) Next meeting date: Monday, September 30th, 2019 at 7:00 p.m.
12. Adjourned at 8:54 p.m.
- a) Motion to adjourn: Curtis Raetz, 2nd by Les Shroyer, all approved.