

# 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  
September 30, 2019

1. Meeting called to order at 7:05 p.m.
  - ❖ Curtis Raetz, President
  - ❖ Les Shroyer, Vice President
  - ❖ Pilar Chiodo, Secretary/Treasurer
  - ❖ Dave Johnson, Director
  - ❖ Brent Taylor, SUS Operator
  
2. Discuss and approve minutes of previous board meeting.
  - ❖ Motion to approve: Dave Johnson, 2nd by Les Shroyer, all approved.
  
3. Open Discussion:
  - a) Follow up on TCEQ Submittal by Don Rauschuber, PE, and operator actions.
    - Received form from Don and all looks good; we are approved for the blended polyphosphate injections.
    - Now that it's approved, we will need to set up the TCEQ required 6-month monitoring cycle. Brent Taylor indicated that TCEQ will tell us when they will start testing and what they will test for.
    - Brent Taylor indicates that a shed should be built and pictures taken and sent over to Don Rauschuber - this is currently in the works.
  - b) Follow up on Donald Raushuber's Future Water Demand report:
    - Only 3 edits need to be made to the final report: a) remove figure 2 schematic, b) obscure names of potential future partners and replace with generic company names, and c) have Don Rauschuber include a discussion of accessing the Trinity aquifer as another viable option for obtaining more water if the need arises.
      - Curtis to forward corrections to Don Rauschuber for incorporation.
  - c) Chemical Testing Lab Results
    - As an aside, Curtis indicated that we received a lab report dated late August 2019 indicating all levels of chemical testing are at acceptable levels.
  
4. Operator's Report and discussion/update:
  - a) Disaster recovery plan update.

- Supervisory Control and Data Acquisition (SCADA) issue still being resolved. SCADA is not calling up to preset levels and unsure of why. Temporarily put in second type of call system as a backup while problem is being resolved. SUS is monitoring the system closely.
- b) Water loss
    - Water loss declined to 6.14% from prior month, which is a significant improvement over prior levels of water loss. We are now pumping over one million gallons of water in August and September and do not expect demand to fall in future years. We are pumping an average of 40,000 gallons of water per day during peak months.
  - c) Discussed whether SUS has an auto call system in place in case of water disruption. Brent indicated that there is a system in place but it is not automatic. It has to be manually flagged to send out messages via telephone, text, e-mail, or a combination of these options. Can also select to send out information to only those affected members of the water company. Contact information database is the same as that maintained by SUS.
  - d) In the future, we will put together an Incident Management Plan to document steps to take in case of water disruption.
  - e) Discussed fire hydrant option with Brent Taylor. Want option to aid in fire fighting efforts in the neighborhood. Brent indicated that fire hydrants would require too many requirements that we may not be able to meet and therefore create a liability for the water company. Discussed that a better option would be to install water storage tanks in strategic areas of the neighborhood that can be used to refill the fire trucks. Curtis Raetz to talk to Fire Marshall and get his ideas regarding viable options and tank requirements. Still need to discuss whether this is a value proposition to the community and if we can get an insurance break for homeowners.
  - f) Briefly discussed the possibility of rebates to members.
5. Drought contingency monitoring:
    - a) Wells #1 and #2 are still status green. Well #3 has continued to drop. Will continue to monitor well levels closely and implement drought contingency plans if necessary.
6. Financial and business operations review:
    - a) Signed checks for SUS and Taber & Burnett, PC.
    - b) Reviewed Bank Statements, Balance Sheet, and Profit & Loss Sheet.
    - c) Reviewed director's report and SUS end-of-month (EOM) reports.
7. 2019 year end and 2020 strategy & planning:

- a) Reviewed message for soliciting open candidates for the open board of director's positions and made minor modifications for clarity.
- b) Discussed suggestions for election auditor.
- c) Discussed agenda for annual meeting.
- d) Annual meeting is tentatively scheduled for January 18, 2020. Want to send out election message by mid-November to avoid the start of the holiday season.

8. Member and public comments: None.

9. Other business properly brought before the meeting: None

10. Next meeting date:

- ❖ Wednesday, October 30, 2019 at 7:00 p.m.

11. Adjourned at 8:45 p.m.

- ❖ Motion to adjourn: Les Shroyer, 2nd by Dave Johnson, all approved.