
Double Horn Creek Water Supply Corporation

Minutes of Meeting of Board of Directors
6:00 p.m. at 103 Vista View Trail, Spicewood, TX
July 20, 2021

Meeting called to order at 6:09 p.m.

- ❖ Curtis Raetz, President
- ❖ Ed Coleman, Vice President
- ❖ Pilar Chiodo, Secretary/Treasurer
- ❖ Harry Brunner, Director
- ❖ Brent Taylor, SUS Representative
- ❖ Andrew Worsley, P. G. of Wet Rock Groundwater Services, LLC by Telecon

1. Summary of meeting notice published. Confirm a quorum present.
 - a. Future capacity consultant (Wet Rock Groundwater Services) update teleconference.
 - i. Andrew Worsley, P. G. met with Curtis Raetz and Brent Taylor and was given a tour of the water plant and the well sites. Also gave him lots of data for him to begin his work on future water capacity.
 - ii. Andrew Worsley phoned in at beginning of board meeting. This was a 20 minute telecon to introduce the board on how he is going to proceed now that he has our well and production data. He will parse through the data to identify any patterns that emerge so that we can optimize for better production and more efficiency now and moving forward. Also discussed future impact of Spicewood Crushed Stone.
 - iii. The board discussed whether it would be desirable and feasible to monitor well #4 to gather more data. Curtis made a motion to contact Mitchell Sodek, general manager of Central Texas Groundwater Conservation District, to determine if there is interest in establishing a monitoring device on well #4. Seconded by Ed Coleman, all approved.
 - b. Distribution, discussion, and approval/modification of the June 17 meeting draft minutes. Motion to approve by Harry Brunner, seconded by Ed Coleman, all approved.
2. Operator's Report and Discussion/Update
 - a. Only outstanding item is the exposed pipe insulation that has not started yet. Still have a NTE of \$9500 for the job.
3. Water Restriction Monitoring and Planning

- a. Reviewed stop light chart. All wells are status green.
4. Financial and Business Operations Review
 - a. Signed invoices for Taber & Burnett and Spicewood Utility Services.
 - b. Reviewed Bank Statements, Income Statement and Balance Sheet.
 - i. Everything in order, no action required.
 - c. Reviewed Director's and SUS End-of-Month (EOM) Reports.
 - d. Reserve and Operations Account Review and Balance.
 - i. These accounts continue to look healthy. No changes necessary.
5. Tasking/Planning
 - a. Membership database updates/maintenance.
 - i. Membership packet on the DHCWSC website has been modified so that new members now have to opt out of sharing their email with the POA.
 - b. Emergency/disaster planning and response subcommittee
 - i. Harry is working with Charles Reagan of the Texas Department of Emergency Management (TDEM) future hazards mitigation program under FEMA. This program, which started in May, is for improvements to a facility to mitigate future damages. Have until December 7, 2021, to submit this grant request.
 - ii. Harry continues to work the DUNS issue. Need proof(s) of address now to proceed.
 - iii. Emergency generator update. Still working this effort in conjunction with water tank and future water capacity.
 - c. Fire suppression water tank project and subcommittee reports.
 - i. The easement document is complete and has been sent to David Bowen of Double Horn Properties for review and signature. Board reviewed the terms of the agreement for the property to be used for the water tank.
 - ii. The bidders letter for soliciting bids for the water tank project is complete. As soon as the easement document is signed the request for bids will be sent out.
 - iii. LCRA grant request is complete and will be submitted soon. This request includes a map showing existing fire hydrants in the area as well as a letter of endorsement from the Spicewood fire chief, both make an excellent case for the need of this water tank. Deadline for grant submission is July 31, 2021.
 - d. Activity and Priority Planning
 - i. Continue with emergency/disaster planning, fire prevention water tank project, future water capacity, relationship building, and new rate structure proposal.
6. Member and Public Comments: None.

7. Other Business Properly Brought Before the Meeting: None.

8. Past and Current Action Item Review and Set Next Meeting Date
 - a. Curtis to contact Mitchell Sodek to discuss possibility of using well #4 for monitoring well depth data.
 - b. Harry to generate submission for FEMA grant administered by TDEM.
 - c. Ed to go to First United Bank to get signature authority for check signing purposes.
 - d. Ed to continue to work rate structure numbers and present draft at next board meeting.
 - e. Brent to provide receipts for auto dialer and Turner controller from the suppliers so they can be capitalized.

9. Adjourn.
 - a. Next meeting date scheduled for Thursday, August 19, 2021, at 6:00 p.m. at 103 Vista View Trail, Spicewood, Texas.
 - b. Adjourned at 7:55 p.m. Motion to adjourn by Harry Brunner, seconded by Ed Coleman, all approved.