
Double Horn Creek Water Supply Corporation

Minutes of Meeting of Board of Directors
6:00 p.m. at 103 Vista View Trail, Spicewood, TX
August 19, 2021

Meeting called to order at 6:03 p.m.

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

1. Summary of meeting notice published. Confirm a quorum present.
 - a. Future capacity consultant (Wet Rock Groundwater Services) update via teleconference.
 - i. Andrew Worsley phoned in at beginning of board meeting to review his interim report that was distributed to board members.
 - ii. Andrew's report covered three basic areas: current well operations, plant operations, and data management. The first two items were considered satisfactory, but he did have recommendations regarding future well configurations and possible future use for well #4 (currently not online), and data management, specifically in the area of additional data collection. Recommends that we collect water level data at a higher frequency to help us understand what is happening and why. Right now monthly readings and production rates give us a big picture, but this may not be enough to record the impact of expected growth in our area. This was discussed in detail and more information is needed to move forward with this.
 - iii. Andrew asked for water loss data for the past three years. Curtis took action to get this data to him.
 - iv. Distribution, discussion, and approval/modification of the July 20 meeting draft minutes. Motion to approve by Ed Coleman, seconded by Harry Brunner, 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.

- b. Had a power outage event and the new autodialer worked as advertised.
3. Water Restriction Monitoring and Planning
- a. Reviewed stop light chart. All wells are status green due to recent rainfall, but water consumption among members went up considerably.
4. Financial and Business Operations Review
- a. Signed invoices for Taber & Burnett and Spicewood Utility Services. Earlier in the month made first payment to Wet Rock Groundwater 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.
 - i. One account is delinquent and needs to be addressed. Three other accounts had a greater than 30,000 gallon/month usage. Curtis took action to contact one of these members to determine if it was due to a water leak.
 - d. Reserve and Operations Account Review and Balance.
 - i. These accounts continue to look healthy. No changes necessary.
5. Tasking/Planning
- a. Emergency/Disaster Planning and Response Subcommittee.
 - i. Member Communication - no update.
 - ii. Emergency Electrical Generator Update. There is a good possibility of getting a FEMA grant to help pay for the generator. Harry will continue to work this issue.
 - iii. Also discussed new TESLA high capacity batteries with solar power recharge panels in lieu of generator. It was decided that it was worth the effort to look at the specs and feasibility of this option before a final decision is made on the generator since we have the time to do so.
 - b. Firefighting Water Tank Project and Subcommittee Reports.
 - i. The easement for the property is currently under review by the lenders for Double Horn Properties. The bank has to review and approve it before the owners can sign off on it.
 - c. City of Double Horn Assurance of Voluntary Compliance (AVC) Discussion/Action.
 - i. Discussed possible impact of AVC on the water company. We have a Certificate of Convenience and Necessity (CCN) issued by TCEQ that states we have to provide water for a certain area. The City of Double Horn has a larger set of boundaries. At some point we will have conversations with the city about any possible expansion to the existing system.

- ii. Regarding conservation, discussed installing meters that would tell members how much water they are using on a periodic basis to encourage water consumption. Decided not to take up a new project at this time.
 - iii. Curtis suggested that rather than a new rate structure, we implement a surcharge for high usage members. The advantage to a surcharge is that it's flexible and not set in stone like a rate change. Would need to get approval from members at the annual meeting. Ed to take action to look at the surcharge approach and present at the next board meeting.
- d. 2022 Planning and Tasking
- i. Need to start taking an early look at the budget for next year. Pilar to generate a 2022 draft budget for review at the next board meeting.
 - ii. The tariff and by-laws need to be reviewed for possible changes. All board members agreed to review both documents and bring changes/comments to next board meeting for discussion/review.
 - iii. Curtis asked board members whose terms are expiring to let him know what their plans are for next year so the ballot can be modified as necessary.
 - iv. The annual meeting is scheduled for Saturday, January 15, 2022, and will be hosted by DHIA.
 - v. The City of Double Horn has offices in the PCP building. Once they expand the office area and have a conference room, it might be possible to hold future DHCWSC board meetings there.
- e. Current Activity and Priority Planning
- i. Curtis would like to send flowers to a few of the people at PCP who make the effort to get us the conference room every month. All board members agreed that this is a good idea and that it should be charged to DHCWSC.
 - ii. Continue with emergency/disaster planning, fire prevention water tank project, future water capacity, relationship building, and new surcharge proposal.
 - iii. Curtis received messages from LCRA stating that they had received the grant proposal and that it is currently under review. Will know within 45-60 days whether we are awarded the grant money.

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 send Andrew Worsley of Wet Rock Groundwater Services Curtis water loss percentage data.

- b. Pilar to generate test for emergency text messages to board members.
- c. Curtis/Pilar to retrieve hard copy records from SUS before their move.
- d. Curtis to call SUS to discuss two member accounts needing attention.
- e. Curtis to contact member to discuss TESLA batteries.
- f. Pilar to generate first cut on 2022 budget in preparation for annual meeting.
- g. Harry to work on submission of FEMA grant administered by TDEM.
- h. Ed to go to First United Bank to get signature authority for check signing purposes.
- i. Ed to work surcharge numbers for high water users and present draft at next board meeting.
- j. All board members to review current tariff and by-laws and highlight any potential changes in preparation for annual meeting.
- k. 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 Wednesday, September 22, at 3:00 p.m. at 101 Double Horn Trail, Spicewood, Texas.
- b. Adjourned at 8:02 p.m. Motion to adjourn by Roger Trejo, seconded by Ed Coleman, all approved.