

---

# Double Horn Creek Water Supply Corporation

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

Meeting called to order at 6:07 p.m.

- ❖ Curtis Raetz, President
- ❖ Ed Coleman, Vice President
- ❖ Pilar Chiodo, Secretary/Treasurer
- ❖ Harry Brunner, Director
- ❖ Brent Taylor, SUS Representative
- ❖ Glen Zoerner, Member

1. Summary of meeting notice published. Confirm a quorum is present.
2. Distribution, Discussion, and Approval/Modification of the Sept. 22 Meeting Draft Minutes. Motion to approve by Harry Brunner, seconded by Curtis Raetz, all approved.
3. Operator's Report and Discussion/Update
  - a. Completed and ongoing/upcoming efforts
    - i. There is a meter box that is not on the owner's property, but rather on the neighbor's property. Curtis made motion to extend the meter box to the owner's property, seconded by Harry Brunner, all approved.
    - ii. Brent said the proposed price for the new emergency generator for the plant, along with the pad, filled propane tank and installation, is approximately \$5000 more than we anticipated last summer. Given the fact that we've exhausted other forms of revenue for paying for this generator and prices are not likely to drop, Ed made a motion to move forward with the bid as it has been proposed, seconded by Pilar, all approved. The single phase portable generator for wells #1 and #2 needs to be investigated further; Brent will report back to the board next month with more details.
    - iii. Discussed the purchase of the transducers for wells #1, #2, and #3, as well as data storage capabilities and data rate. Will wait for Brent to get more information about the transducer configurations before approval to move forward with their purchase and installation.

- iv. Invoices for the Autodialer and Turner Controller were provided to the board.
  - v. Exposed piping insulation will be done this month.
  - vi. Discussed ingress/egress easement for well #4 and access to it by the Groundwater Conservation District for monitoring purposes. Property owner wants to know if he owns the well. Will work to get this documentation for well #4.
4. Water Restriction Monitoring and Planning
- a. We have had a great summer of rain, and well depths continue to look healthy, but water usage continues to climb steadily.
5. 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 as expected, no action required.
    - ii. Renewed D&O insurance with Galloway.
  - c. Reviewed Director's and SUS End-of-Month (EOM) Reports.
    - i. Exceptional usage climbed significantly in September, will discuss later in meeting when surcharges are discussed. This trend cannot continue as it is not sustainable. One property owner with high usage likely has a leak.
  - d. Reserve and Operations Account Review and Balance.
    - i. These accounts continue to look healthy. No changes necessary at this time.
6. Tasking/Planning
- a. Emergency/Disaster Planning and Response Subcommittee.
    - i. Member Communication - Text messaging system was tested and works as expected. Agreed to reserve the phone number for a nominal price.
    - ii. Emergency Electrical Generator Update. This was discussed in Operator's Report and Discussion/Update.
    - iii. Firefighting Water Tank Project and Subcommittee Reports.
      - 1. Received \$25,000 grant from the Lower Colorado River Authority (LCRA) for the tank project.
      - 2. Of the five bid requests solicited, two were returned and only one was compliant. Curtis distributed a spreadsheet with a cashflow analysis forecast with actual proposed costs that are significantly higher than expected due to escalating costs of labor and supplies, specifically steel. Curtis talked to the new fire marshal to discuss possible cost cutting measures to the tank project. The option to remove the fire hydrant and have the tender drive directly up to the tank is off the table due to the

roadway required for a turnaround by the National Fire Protection Association (NFPA). Discussed other options but non are realistic or viable. Curtis made motion to sign a contract with TTE LLC for the water tank project, seconded by Ed, all approved.

b. 2022 Planning and Tasking

- i. Budget (ongoing operations, special projects, records administration, etc). With the cost addition for the water tank, our balances get very lean in 2022, but we still maintain a cash reserve minimum of at least \$100,000. All board members agreed that this is an acceptable and temporary condition in order to get water tank project completed.
- ii. Tariff and bylaws review and proposed changes.
  1. Discussed excessive use of water by members. Curtis made a motion to change the tariff to add a 50% surcharge for users that exceed 20,000 gallons/month on second and all subsequent months exceeding 20,000 gallons/month. Seconded by Harry Brunner, one abstention, all others approved. This will be presented for a vote at the annual meeting. Also discussed installing flow restrictors, but agreed to focus only on the surcharges for now.
  2. Discussed illegal filling of swimming pools by members with company water. Curtis obtained an estimate of what it costs to fill a swimming pool with water that is trucked in. It approximately \$4100 for a 30,000 gallon pool. Decided to change the tariff to include an additional fee of \$2000 if water is used to fill a pool. Also discussed asking the POA to require proof of contract with a pool filling company prior to providing approval for a pool.
  3. 2022 Board of Director's Election. Curtis to prepare a ballot application to go out to all members in the latter part of November.

c. Current Activity and Priority Planning - No additional discussions.

7. Member and Public Comments.

- a. Member brought up one question regarding the Assurance of Voluntary Compliance with the City of Double Horn. The City might ask the water company to expand the water company's service area and wanted to know the board's thoughts on this. Curtis replied that currently we have a Certificate of Convenience and Necessity (CCN) that includes the Double Horn neighborhood only, and this is TCEQ approved. Should the City request us to expand water service, the board would deliberate and take a vote on it at that time.

- b. Member also asked why the board necessitated contracting another water capacity consultant since we had paid for one in 2019 which indicated our future water capacity was not a foreseeable problem. The new consultant was hired due to potential new threats to our future water capacity, primarily Spicewood Crushed Stone, higher than expected usage by members, and other nearby areas targeted for development. New consultant provided information on water/well management and suggestions on how to best manage these.
- c. Member also asked that the new consulting report by Wet Rock Groundwater Services, LLC be put on the website. Curtis tasked all members to review the report once again and highlight any items that need to be redacted, such as proper names and well locations, etc.
- d. Member expressed his appreciation for the board and confidence that the board is doing the right things for the future.
- e. Member asked if the cross connection effort is still going on. It still is although SUS is currently behind schedule.

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

9. Past and Current Action Item Review and Set Next Meeting Date

- a. Brent to look into the portable generator configurations for wells #1 and #2 and make recommendations to the board.
- b. Brent to obtain more information regarding the transducer configurations that meet our needs and report back to the board.
- c. Pilar to reserve phone number with texting service.
- d. Glen Zoerner to contact ACC regarding pool filling to determine if a clause can be written to require a contract with a pool filling company prior to approving the construction of a pool.
- e. Curtis to look at the Public Utility Commission (PUC) document to ensure that our proposed surcharge is legal.
- f. Board to look at the latest water capacity report and convey any items that need to be redacted.

10. Adjourn.

- a. Next meeting date scheduled for Tuesday, November 16, 2021, at 6:00 p.m. at 103 Vista View Trail, Spicewood, Texas.
- b. Adjourned at 8:20 p.m. Motion to adjourn by Harry Brunner, seconded by Ed Coleman, all approved.