

Double Horn Creek Water Supply Corporation

Minutes of Meeting of Board of Directors
4:00 p.m. at 103 Vista View Trail, Suite 100, Spicewood, TX
May 16, 2023

Meeting called to order at 4:01 p.m.

- ❖ Curtis Raetz, President
- ❖ Pilar Chiodo, Secretary/Treasurer
- ❖ Harry Brunner, Director
- ❖ Roger Trejo, Director
- ❖ Sig Sereno, Director
- ❖ Brent Taylor, SUS Representative, by phone
- ❖ Lou Ann Raetz, Member
- ❖ Cathy Sereno, Member

1. Summary of meeting notice published. Confirmed a quorum was present.
2. Distribution, Discussion, and Approval/Modification of the April 25, 2023 meeting draft minutes. Motion to approve the minutes by Roger Trejo, seconded by Curtis Raetz, all approved.
3. Member and Public Comments: None.
4. Operator's Report and Discussion/Update.
 - a. Well number three seems to be recovering well and there are no signs of internal damage. Have plans to take another reading and begin pumping from it again next week. Brent took action to repair a leaky valve at well number one.
5. Set Next Meeting Date/Time. Next meeting date scheduled for Tuesday, June 27, 2023, at 4:00 p.m. at 103 Vista View Trail, Suite 100, Spicewood, Texas.
6. Drought and Water Restriction Planning, Monitoring, and Member Communications/ Actions. Due to the recent rains and the fact that the well levels are slowly improving, the board unanimously decided to go from Drought Stage IV to Drought Stage III. This will allow outdoor hand watering and drip irrigation. Curtis and Pilar took action to communicate this to the members.

7. Financial and Business Operations Discussion, Update, and Action
 - a. Signed invoices for Spicewood Utility Services and Taber & Burnett.
 - b. Reviewed Bank Statements, Income Statement and Balance Sheet. Balances as expected, no action required.
 - c. Reviewed Director's and SUS End-of-Month (EOM) Reports. Another month with no excessive water usage. Members have done a great job of conserving water.
 - d. 2022 federal tax return status/update. Received the 2022 draft 990 tax return from Taber & Burnett. It has been reviewed and the few questions regarding the return have been adequately answered. Board unanimously agreed to instruct Taber & Burnett to file the return.

8. Discussion, Update, and Action
 - a. Tariff and Policies Modification. Pilar and Curtis to meet to begin implementing the Tariff changes.
 - b. Requests for water bill reductions: None.
 - c. Project Status: Advanced Metering Infrastructure (AMI), commonly known as smart meters. The board has decided to begin Phase 2 rollout which will see an additional forty-two smart meters installed in the community. Curtis took action to purchase the smart meters and coordinate their installation.
 - d. Water Conservation Partnerships with City of Double Horn and Double Horn Improvement Association. Sig Sereno has volunteered to be the DHCWSC representative for this partnership. Discussed a few items to bring forward to the committee.

9. Current Activity and Priority Planning.
 - a. Priority right now is partnership with the City of Double Horn and the Double Horn Improvement Association and Phase 2 rollout of the smart meters.
 - b. Curtis informed the board that we have received the approval from PEC for the Critical Load Request which will prioritize water plant's restoration of power in an emergency.

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

11. Review Past and Current Action Items
 - a. Brent to have leaky valve at well number one repaired.
 - b. Curtis and Pilar to communicate Drought Stage III to the members.
 - c. Curtis and Pilar to work Tariff changes.
 - d. Curtis to place an order for forty-two smart meters and schedule their installation.

- e. Curtis and Sig to spray the weeds around the water storage tank on Vista View.
- f. Pilar to add Sig Sereno to the First United Bank signature card.
- g. Hickory Well Feasibility study and pre-qualification for low cost water loans with the Texas Water Infrastructure Coordination Committee (TWICC) is on hold until after the smart meter project is complete.

12. Adjourn

- a. Adjourned at 5:06 p.m. Motion to adjourn by Harry Brunner, seconded by Sig Sereno, all approved.