

# Double Horn Creek Water Supply Corporation

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Minutes of Meeting of Board of Directors  
4:00 p.m. at 103 Vista View Trail, Suite 100, Double Horn, TX  
August 29, 2023

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

- ❖ Curtis Raetz, President
- ❖ Harry Brunner, Vice President
- ❖ Pilar Chiodo, Secretary/Treasurer
- ❖ Roger Trejo, Director
- ❖ Sig Sereno, Director
- ❖ Brent Taylor, SUS Representative
- ❖ Curtis Jeffrey, SUS Independent Contractor
- ❖ Glen Zoerner, Member
- ❖ Chris Magnella, Member

1. Summary of meeting notice published. Confirmed a quorum was present.
2. Distribution, Discussion, and Approval/Modification of the July 20, 2023 meeting draft minutes. Motion to approve the minutes by Roger Trejo, seconded by Harry Brunner, all approved.
3. Member and Public Comments: None.
4. Discussion/update/action as needed on water rates. Member highlighted the fact that when the base water rate increased ten percent earlier this year it had a negative impact on low water users. For a member using 2000-3000 gallons per month, the rate is now about \$0.39/gal. Compare this to \$0.13/gal for a member using 8000 gallons per month. A member using 40,000 gallons per month pays \$0.27/gal. Member wants to look at the existing water rates and come up with a lower base rate and then adjust for higher usage members. This would make the rates more equitable for low water users while maintaining current revenue.
5. Operator's Report and Discussion/Update.
  - a. A transfer pump failed and was repaired.
  - b. Brent asked if DHCWSC plans to provide smart meter training for its members. Curtis said that he and Curtis Jeffrey are going to the Hurst Creek Municipal Utility District

next week, which also has Metron-Farnier smart meters, to get insight on what they've learned about the system. Need to look at updating the Frequently Asked Questions (FAQ) on the DHCWSC website to inform members what certain household items such as water softener, Reverse Osmosis system, irrigation, pool refills, and toilet leaks look like on the smart meter reports.

6. Set Next Meeting Date/Time. Next meeting date scheduled for Tuesday, September 26, 2023, at 4:00 p.m. at 103 Vista View Trail, Suite 100, Double Horn, Texas.
7. Drought and Water Restriction Planning, Monitoring, and Member Communications/ Actions. Wells are down from prior months, but board members agreed to stay at drought stage three (hand watering and drip irrigation only).
8. Financial and Business Operations Discussion, Update, and Action
  - a. Signed invoices for Spicewood Utility Services, Taber & Burnett, Meter Matters LLC, Curtis Raetz (antenna extension cables).
  - 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. No excessive water usage last month. Member requests that a financial statement be included with future DHCWSC meeting announcement emails.
9. Discussion, Update, and Action
  - a. Requests for water bill reductions: Account number thirty-eight had a yard crew leave the hose on. SUS caught it early with the smart meter report and called the member who then shut it off. Board agreed to reduce the member's water bill.
  - b. Project Status: Installed eighty-three AMI smart meters. One final meter needs to be installed at the PCP building which requires a one inch smart meter. There are a few smart meters that have communication problems that need to be worked out. All are near a bad communication seam in the neighborhood. Still need to purchase some equipment and spares (one smart meter and two transmitters, antenna extension posts, Windows laptop with Infrared Data Association (IrDA) for troubleshooting). Have had a very positive reception from many members in the community and the meters have already identified leaks early. DHCWSC has signed an agreement with Curtis Jeffrey to troubleshoot/repair the smart meters moving forward. The agreement will be amended to include the liability insurance.
  - c. Joint City of Double Horn, Double Horn Improvement Association (DHIA), and DHCWSC water conservation partnership. Sig said all materials and four signs have

been received. Next step is to dig the holes and set the posts. Current costs are well within the budget. Excellent work by the three organizations. Next on the agenda is to possibly have speakers out to present ideas regarding xeriscape, conservation, rainwater harvesting, etc.

- d. Preliminary 2024 planning: Special projects, director roles, budget/revenue, other topics as needed. Major project will be the potential for a deep water well to the Hickory. Other projects include updating the Tariff to reflect the use of smart meters and to continue the joint City of Double Horn, DHIA and DHCWSC partnership projects. Curtis and Pilar to begin preliminary 2024 budget planning. Curtis asked those directors who are up for re-election to inform him if they want to be on the ballot for the next term.

#### 10. Current Activity and Priority Planning.

- a. Priority continues to be partnership with the City of Double Horn and the Double Horn Improvement Association and Phase 2 rollout of the smart meters.

#### 11. Other Business Properly Brought Before the Meeting: None.

#### 12. Review Past and Current Action Items

- a. Brent to investigate the LCR inventory report.
- b. Pilar to send Glen Zoerner the twelve most recent Director's Report summaries for data evaluation.
- c. Pilar to ask Lafayette what the most common member questions are regarding smart meters.
- d. Curtis and Pilar to send out a text and email to members regarding Stage III drought stage.
- e. Curtis Raetz and Curtis Jeffrey will amend the current agreement for smart meter work to include liability insurance amount.
- f. Curtis to add Taber & Burnett's Profit & Loss monthly report to the monthly member distribution email.
- g. Roger to help member register the their smart meter on the Waterscope website.
- h. Curtis and Pilar to continue to work Tariff changes.
- i. Deep Water Feasibility (formerly 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.

#### 13. Adjourn

- a. Adjourned at 5:54 p.m. Motion to adjourn by Curtis Raetz, seconded by Sig Sereno, all approved.