

Double Horn Creek Water Supply Corporation

Minutes of Board of Directors Meeting
103 Vista View Trail, Spicewood, TX
June 25, 2018

Assemble at the water pumping facility at 101 Double Horn Trail at 7:00 PM. Conduct an orientation tour of the facility.

Attendees

Curtis Raetz, President
Les Shroyer, Vice President
Pilar Chiodo, Secretary Treasurer
Dave Johnson, Director
Jim Millard, Director
Brent Taylor, SUS

Tour of the plant began at 7:00 pm and ended at 7:35 pm. Brent Taylor explained the sequence of water flow from the wells through the system to the point of delivery to home owner.

Reassemble at 103 Vista View

Meeting called to order at 7:49 pm

Summary of meeting notice published

Distribution of draft minutes of the May 23 meeting
Discuss and approve minutes of previous board meeting
Motion to accept Les Shroyer, 2nd by Jim Millard. All approved

Operator's report

Review boost pump proposal. Make recommendations for related actions.
Motion to accept proposal for booster pump replacement at an estimated cost of 4150.00 by Les Shroyer, 2nd Dave Johnson. All approved

Well #1 and new filter status

Analysis of filter being obtained from Harmsco and Southwest Engineers to determine course of action to maintain longevity of filters.

Cross connect program and miscellaneous operations topics

Leak in main on East Trail resulted in approximately 10,000 – 12,000 gallons of water loss
Consumer Confidence report has been completed and is posted on dhcWSC.org Notification to all customers via email or posting in a conspicuous location. Curtis Raetz to send out email to members

Financial and business operations review

Signed checks for Spicewood Utility Services
Reviewed bank statements, income statement and balance sheet
Reviewed director's and SUS end-of-month (EOM) reports

Discussion regarding recommending and retaining a CPA/bookkeeping firm

Discussion of retaining Tabor & Burnett LLC to resolve 990 filings for 2016 & 2017. Continued discussion on whether to continue book keeping services with Marble Fall Tax Lady or entertain the services offered by Tabor & Burnett LLC.

Pilar Chiodo and Jim Millard will meet and interview Tabor & Burnett LLC and have been given authorization to commit to expenses for preparation of 990's for 2016 & 2017 up to \$5000.00

Discussion regarding a membership application received that paid only Membership Fee and Transfer Fee. Jim Millard to follow up to check if there is an existing account for the service address

Open discussion: Water conservation communication with members

Pilar Chiodo submitted draft of tri-fold brochure. Printing cost will be investigated. Final draft, printing expense and method of delivery to be finalized at next board meeting.

Member and public comments

None

Other business properly brought before the meeting

None

Set next meeting date

July 23rd, 2018 @ 7:00 PM

Adjourn

Motion to adjourn by Jim Millard @ 9:05 pm, 2nd by Curtis Raetz