
Double Horn Creek Water Supply Corporation

Minutes of Meeting of Board of Directors
6:00 p.m. at 103 Vista View Trail, Spicewood, TX
November 16, 2021

Meeting called to order at 6:06 p.m.

- ❖ Curtis Raetz, President
- ❖ Pilar Chiodo, Secretary/Treasurer
- ❖ Roger Trejo, Director
- ❖ Harry Brunner, Director
- ❖ Brent Taylor, SUS Representative

1. Summary of meeting notice published. Confirm a quorum is present.
2. Distribution, Discussion, and Approval/Modification of the October 20 Meeting Draft Minutes. Motion to approve by Roger Trejo, seconded by Harry Brunner, all approved.
3. Operator's Report and Discussion/Update
 - a. Completed and ongoing/upcoming efforts
 - i. Firefighting water storage tank, emergency electrical generator and portable generator, insulation for exposed water plant pipes.
 1. Brent has been working with the purchase of the transducers for wells #1, #2, and #3. Still coming up to speed on data format and how to read it. Also discussed impact of obtaining data while the wells are being pumped. There are still questions that need to be answers, so will table final decision to future meeting(s).
 2. Water storage tank has been ordered and TTE will have drawings available in a few weeks.
 3. The emergency generator for the plant has been ordered, but still soliciting prices and providers for the portable generator.
 4. The pipe insulation effort will be completed by November 27, 2021.
4. Water Restriction Monitoring and Planning
 - a. Well depths continue to look healthy due to rainfall, no action required.

- b. It was mentioned that on November 19, the Central Texas Groundwater Conservation District (CTGCD) will hold a hearing with Spicewood Crushed Stone where they are likely to approve a 115 gallon/min well.
5. Financial and Business Operations Review
- a. Signed invoices for Taber & Burnett, Spicewood Utility Services, and Forestar Group. Earlier in the month, also signed checks for Galloway Insurance.
 - b. Reviewed Bank Statements, Income Statement and Balance Sheet
 - i. Everything as expected, no action required.
 - c. Reviewed Director's and SUS End-of-Month (EOM) Reports.
 - i. Water consumption back down to normal ranges. One member has a high outstanding balance that needs to be addressed.
 - 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. Prearranged member communication messages. Agreed to create text message templates for such things as power outages so they can be sent quickly to members.
 - b. Firefighting Water Tank Project Status/Update
 - i. Curtis stated that the tanks at the fire department are pea gravel foundations. Biggest benefit to this is that they drain water more efficiently. Do not know if this type of foundation could handle the weight of our storage tank, but will look into it.
 - ii. LCRA grant money scheduled for deposit to the operating account on November 19.
 - iii. Discussed the current use for the fire hydrant currently at the entrance to Vista View and whether it could be repurposed.
 - iv. Curtis announced that he will be a member of the Emergency Services District 9 (ESD #9) Board which is a 2 year commitment.
 - c. 2022 Planning and Tasking
 - i. Curtis has filed Eminent Domain for 2022 with the Texas Comptroller's Office.
 - ii. Budget (ongoing operations, special projects, records administration, etc).
 - 1. Presented proposed 2022 budget with actuals through October and project numbers through 2022. Continued to refine the numbers in preparation for the annual meeting.
 - iii. Tariff and bylaws review and proposed changes.

1. No changes to the by-laws have been identified. Continued discussion about water surcharges in the tariff.
- iv. 2022 Board of Director's Election. The board reviewed the message to be sent out to all board members. Curtis to email it to members within the week.
- v. Smart Meter Project. The reason for considering smart meters is because of studies that show smart meters result in reduction of water usage by consumers. More investigation and discussion on smart meters needs to occur before there is a decision on whether or not to implement them, and what an implementation plan and timeline would look like.
- vi. Annual Meeting Preparation. Curtis to put together the slides for the presentation. The annual meeting will be held at the Spicewood Community Center. Harry Brunner to obtain screen and projector.
- d. Current Activity and Priority Planning.
 - i. Board agreed that the Wet Rock Groundwater Services report contains too much sensitive data for publication and distribution.
 - ii. Need to determine the POA's plan for providing water for the landscape project. The board needs to make sure that meters at the gates exist and are functioning.

7. Member and Public Comments: None

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

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

- a. Curtis to followup on delinquent member account.
- b. Pilar to continue work with the texting software.
- c. Curtis to investigate pea gravel as a foundation for the water tank.
- d. Harry Brunner to look into getting screen and projector for the annual meeting.

10. Adjourn.

- a. Next meeting date scheduled for Thursday, December 16, 2021, at 6:00 p.m. at 103 Vista View Trail, Spicewood, Texas.
- b. Adjourned at 8:18 p.m. Motion to adjourn by Pilar Chiodo, seconded by Roger Trejo, all approved.