
Double Horn Creek Water Supply Corporation

Minutes of Meeting of Board of Directors
6:00 p.m. at 103 Vista View Trail, Spicewood, TX
February 23, 2022

Meeting called to order at 6:05 p.m.

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

1. Summary of meeting notice published. Confirm a quorum is present.
2. Distribution, Discussion, and Approval/Modification of the January 27 Meeting Draft Minutes. Motion to approve by Harry Brunner, seconded by Curtis Raetz, all approved.
3. Member and Public Comments: None
4. Operator's Report and Discussion/Update
 - a. Water tank on schedule, expect to receive shipment in early April.
 - b. Emergency generator is expected in early April as well, will install within 1-2 weeks of delivery.
 - i. SUS made several recommendations for the portable generators for the three wells. SUS has portable generator for well #2 if we should ever need it, but will require a manual transfer switch. Curtis made a motion to authorize purchase of well #1 generator configuration with a manual transfer switch for well #2, seconded by Ed, all approved.
5. Water Restriction Monitoring and Planning
 - a. Well depths continue to look healthy in spite of increased water consumption for this time of year.
 - b. Two members had water leaks. SUS reached out to them and the leaks were repaired. Board agreed to reach out to these members regarding bill relief.

6. Financial and Business Operations Review
 - a. Signed invoices for Taber & Burnett, Spicewood Utility Services, and one reimbursement check for Curtis Raetz.
 - 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. No outstanding accounts, and only a few high usage accounts.
 - d. Reserve and Operations Account Review and Transfer.
 - i. The transfer of money from the reserve to the operating account is on hold until the project invoices come in.
 - e. 2021 tax return status/update.
 - i. Received draft tax return from Taber & Burnet; has been distributed to all board members for review.
7. Discussion, Update, and Action
 - a. Emergency/Disaster Planning and Response Subcommittee
 - i. Magic Text (member phone text communications) account actions. No actions related to this.
 - ii. Emergency Preparedness Plan (EPP) update. The EPP was completed and submitted ahead of schedule.
 - b. Final tariff review, rate and new member form changes. Tariff modifications are complete and will be posted on website prior to the March 1 effectivity date.
 - c. Well #4 dispute. Certified package regarding well #4 was mailed to and received by member. The board discussed information received from attorney regarding possible actions to take on this matter moving forward, and also the message to be communicated to members regarding this issue. Ed Coleman made a motion to move forward with legal efforts to resolve the dispute issue with well #4, seconded by Pilar Chiodo, all approved.
 - d. City of Double Horn request to discuss feasibility to provide water service beyond current service area/CCN boundary. Agreed to send letter to City of Double Horn indicating our willingness to cooperate and meet regarding the CCN boundary.
8. Current Activity and Priority Planning
 - a. All priorities are in order, no need to change them; projects are moving forward as scheduled.
9. Other Business Property Brought Before the Meeting:

- a. Discussed possible way of encouraging water conservation and how to get the message across to members.
- b. Still awaiting approval from PEC regarding our EPP emergency contact lists; expect decision by end of February.
- c. The sub-account addresses on the PEC accounts have been corrected.
- d. Discussed possible dates for the 2023 Double Horn Creek Annual Meeting; this will be communicated to the DHIA for consensus.

10. Review Past and Current action Items and Set Next Meeting Date

- a. Pilar to coordinate with Galloway Insurance to have coverage for all new equipment that is being installed.
- b. Curtis to register DHCWSC with TRWA.
- c. Curtis to talk to Central Texas Groundwater Conservation District about creating a recharge restriction zone.
- d. Curtis to communicate with affected members regarding a reduced rate charge due to their water leak.
- e. Curtis to draft a letter to the City of Double Horn regarding CNN for review by board members.
- f. Next meeting date scheduled for Wednesday, March 23, 2022, at 3:00 p.m. at 103 Vista View Trail, Suite 100, Spicewood, Texas.

11. Adjourn

- a. Adjourned at 7:41 p.m. Motion to adjourn by Harry Brunner, seconded by Pilar Chiodo, all approved.