
Double Horn Creek Water Supply Corporation

Minutes of Meeting of Board of Directors
3:00 p.m. at 103 Vista View Trail, Suite 100, Spicewood, Tx.
June 16, 2022

Meeting called to order at 3:05 p.m.

- ❖ Curtis Raetz, President
- ❖ Ed Coleman, Vice President
- ❖ Pilar Chiodo, Secretary/Treasurer
- ❖ Harry Brunner, Director
- ❖ Roger Trejo, Director
- ❖ Brent Taylor, SUS Representative
- ❖ Laura Rathe, Member

1. Summary of meeting notice published. Confirm a quorum is present.
2. Distribution, Discussion, and Approval/Modification of the May 24 meeting draft minutes. Motion to approve the minutes by Ed Coleman, seconded by Harry Brunner, all approved.
3. Member and Public Comments: None.
4. Operator's Report and Discussion/Update
 - a. Ongoing/upcoming efforts (incl. firefighting water storage tank and emergency electrical generators). Here is the most recent status for the projects:

Water Storage Tank:

- Tank is full and ready for operation.
- Final actions are to install bollards, insulate feeder pipe, clean up debris and remove/disconnect hydrant across the street.
- Determine the final color for the fire hydrant.

Plant Emergency Generator:

- Generator is installed and operational. Powered plant for 30 minutes during a test run and ran as expected.
- Need generator serial number for insurance purposes.

Portable Generator:

- Brent is looking for other less expensive options for protecting the portable generator from the elements; currently being stored at SUS.
- Need portable generator serial numbers for insurance purposes.

5. Set Next Meeting Date/Time. Next meeting date scheduled for Wednesday, July 27, 2022, 4:00 p.m. at 103 Vista View Trail, Suite 100, Spicewood, Texas.
6. Water Restriction Monitoring and Planning and Member Communications
 - a. Reviewed and discussed well status and water level forecast through September. Due to drought and high water usage well levels are dangerously low and could be disastrous if no significant precipitation is received. Our next stage is mandatory water restrictions.
 - b. Discussed various methods of communicating to members the severity of our current drought situation.
 - c. Discussed actions to take in case we do run out of water. Harry took action to determine contingency plan for providing water to members should wells run dry.
 - d. Curtis took action to write a message to members regarding mandatory water conservation stage. Will put signs up in the bulletin boards as well as sending out text messages.
7. Financial and Business Operations Discussion, Update, and Action
 - a. Signed invoices for Taber & Burnett and Spicewood Utility Services.
 - 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. Excessive usage is declining in the number of people and amount of usage, but there are still members who continue to use excessive water which is unacceptable.
 - d. Reserve and Operations Account Review and Transfer.
 - i. The transfer of money from the reserve to the operating account still on hold until the project invoices come in which should be in June.
8. Discussion, Update, and Action
 - a. Emergency/Disaster Planning and Response Subcommittee
 - i. Member Communications Including MagicText
 1. No issues with the texting service.

- ii. Emergency Preparedness Plan (EPP) update. Still no word from TCEQ regarding the EPP that was submitted.
- b. Repair/Replace Announcement Boards at Mailboxes. The order was placed and payment was received. The boards are in production but will be 5-7 weeks before they are delivered.
- c. Curtis has been in communications with the City of Double Horn to determine if there are opportunities for collaboration. Several items under consideration, one of which is smart meters. Much discussion on expectations, costs, feasibility, types, pros and cons. Curtis will present a list of items worthy of consideration at the next city council meeting.
- d. Curtis and Ed met with the City of Double Horn to discuss possibility of providing water service beyond our current CCN area. Discussed technical aspects, bureaucratic process, and feasibility.
- e. All agreed that we should have a public event for the completion of the firefighting water storage tank. Ed Coleman took action to coordinate this event.

9. Current Activity and Priority Planning

- a. Top priority now is the well levels. The firefighting water storage tank and the emergency electrical generator projects are essentially complete.

10. Other Business Property Brought Before the Meeting:

- a. Conflict of Interest policy signed by all board members.
- b. Harry Brunner distributed the Clarification Policies for Residential Construction & Improvements that the DHIA hands new members. DHCWSC would like to write up a page to insert into this document for new homeowners regarding water conservation and considerations.

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

- a. Curtis to send message to members regarding the settlement of well #4 dispute and status of projects in the July community newsletter.
- b. Curtis to send message to members regarding mandatory water restrictions. Will post notice on bulletin board and ask the city to post on their website as well.
- c. Curtis to reach out to Ricky Bindseil regarding a possible partnership with the CTGCD with regard to their new study.
- d. Harry to look at contingency plan should the wells go dry.
- e. Harry to follow up with TCEQ to determine if our EPP has been approved.
- f. Ed to coordinate the public event for the firefighting water storage tank.

- g. Pilar to add instructions on how to get on the text messaging system to the website FAQ section.
- h. Curtis to propose smart meter pilot and also propose we communicate with the City of Double Horn to add items to their website such as drought conditions.
- i. Curtis to contact LCRA to determine sign specifications for the firefighting water storage tank.
- j. Roger to propose first draft of the one page to insert into the new member package.
- k. Curtis to ask Fire Marshall about fire hydrant color.
- l. Roger to write up section on landscape summary for new homeowners.

12. Adjourn

- a. Adjourned at 4:54 p.m. Motion to adjourn by Ed Coleman, seconded by Roger Trejo, all approved.