

Double Horn Creek Water Supply Corporation

Minutes of Meeting of Board of Directors
5:00 p.m. at 103 Vista View Trail, Suite 100, Spicewood, TX
October 26, 2022

Meeting called to order at 5:05 p.m.

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

1. Summary of meeting notice published. Confirmed a quorum was present.
2. Service Recognition for Sam Stacks, Former Spicewood Fire/Rescue Fire Chief. Curtis offered a moment of recognition for Sam Stacks, who passed away recently from a sudden illness. Sam was instrumental in helping us with the Water Storage Tank project and helped pick the ideal place for it. He was the first full time fire chief at Spicewood Fire Rescue and a great asset to the community.
3. Distribution, Discussion, and Approval/Modification of the September 20 meeting draft minutes. Motion to approve the minutes by Harry Brunner, seconded by Ed Coleman, all approved.
4. Member and Public Comments: Member brought up the smart meter pilot program and said it is very interesting and thinks it will be a great asset to the community. Discussed some of the water meter features and findings as well as some misconceptions some members have regarding the water meters.
5. Operator's Report and Discussion/Update
 - a. Everything running well with no issues.
6. Set Next Meeting Date/Time. Next meeting date scheduled for Wednesday, November 30, 2022, at 3:00 p.m. at 103 Vista View Trail, Suite 100, Spicewood, Texas.

7. Drought and Water Restriction Monitoring and Planning
 - a. Member communications/actions. Well readings were done after a twelve hour recharge time, but in spite of the excellent conservation efforts by our members the wells are slowly being depleted. One member with excessive usage found several leaks on the property and they are being repaired.
 - b. Ed Coleman brought up how the drought is impacting property values due to lack of irrigation and suggested ways DHCWSC can support the members. Ed took action to communicate these suggestions and will discuss at a future board meeting.

8. Financial and Business Operations Discussion, Update, and Action
 - a. Signed invoices for Taber & Burnett, Spicewood Utility Services, Metron-Farnier (water meters), and DSHS Central Labs.
 - b. Reviewed Bank Statements, Income Statement and Balance Sheet
 - i. Everything as expected, no action required.
 - ii. Reviewed Director's and SUS End-of-Month (EOM) Reports. Conservation efforts by our members are helping tremendously. Pilar took action to instruct SUS to charge member for the flow restrictor per the Tariff.

9. Discussion, Update, and Action
 - a. Emergency/Disaster Planning and Response Subcommittee
 - i. Member Communications Including TextMagic Communications
 1. Text service continues to work well, no issues to report.
 - ii. Emergency Preparedness Plan (EPP) update. The EPP was submitted but have not heard back from TCEQ.
 - iii. PEC Critical Load Registration. Harry completed registration of the PEC Critical Load Registration. This is required on an annual basis so that the PEC will prioritize any necessary repairs to our site.
 - iv. Water Shortage Contingency Plan. It was suggested that we prequalify as a non profit organization for low cost water loans with the Texas Water Infrastructure Coordination Committee (TWICC). Curtis took action to look into what is required for pre-qualification.
 - b. Summary of Meeting With Caleb Kraenzel, Marble Falls Asst. City Manager for Infrastructure. Purpose of meeting was to determine if there are plans within the next five years to extend water from Marble Falls towards Double Horn (there are no plans to do so), and to learn about their experience with smart meters. Conservation is a natural byproduct of these meters and Marble Falls has seen about a 15% reduction in water usage.

- c. Replace Announcement Boards at Mailboxes. Installation to begin in approximately two weeks.
- d. Request For Water Bill Reductions. None
- e. Project Status: Advanced Metering Infrastructure (AMI), commonly known as “smart” meters. Ten pilot meters were installed and we are currently working through some communication/installation issues. The meters have already alerted members to several leaks that they were unaware of.
- f. 2023 Planning/Tasking: Budget, Board Member Elections, Annual Meeting Preparation.
 - i. Continue to work the smart meter pilot program.
 - ii. Continue work on 2023 budget.
 - iii. Prepare for annual meeting that is scheduled for Saturday, January 14, 2023, at the Spicewood Community Center.
 - iv. Ed wants to look at more permanent and sustainable power for our wells, at a minimum the purchase of a second portable generator since all three wells have separate power requirements.
- g. Public event for firefighting water storage tank and completion report to LCRA. LCRA sign for water storage tank was purchased and will be installed in the next few days. Ed Coleman will coordinate the public event that is now scheduled for November/December timeframe.
- h. Budget amendment: A budget amendment was put forth to allocate the 2022 Well Rehabilitation funds for the AMI program. After much discussion the board took a vote: Harry, Roger, and Ed and Pilar voted against the reallocation and Curtis voted for it. The budget amendment did not pass. Curtis took action to call Wet Rock Groundwater Services and ask them for a study with recommendations for water production enhancements.
- i. Resolution to Re-designate Registered Agent. DHCWSC put forth a resolution to change its registered agent and office since prior registered agent has retired. Will sign up with a Texas registered agent office on an annual basis.
- j. Replat Lot 1 into Lot 1A and 1B. DHCWSC has been asked by Cuplin & Associates Land Surveyors & Planners, Inc, who are working to replat Lot 1, to provide a statement that water utilities will be provided if the replat goes through since Lot 1 is inside our CCN. The Board agreed to obtain legal counsel for assistance with the response. Curtis took action to complete this.

10. Current Activity and Priority Planning

- a. Top priority is well levels and contingency plans, smart meter pilot program, official completion of the firefighting water storage tank project and submittal of project completion forms to LCRA.

11. Other Business Property Brought Before the Meeting: None.

12. Review Past and Current action Items

- a. SUS to provide insulation for the feed line on the fire fighting water storage tank.
- b. Curtis to look at possibly prequalifying for low cost water loans with TWICC.
- c. Ed to coordinate the public event for the firefighting water storage tank; now looking at November timeframe.
- d. Curtis and Pilar will continue to work on the AMI pilot project.
- e. Harry to coordinate installation of announcement boards.
- f. Ed to coordinate communication for transporting water and obtaining water tanks at a bulk rate for members.
- g. Pilar to send SUS email to charge account for water flow restrictor installation.
- h. Harry to look at limits of bottled water distribution with Texas Department of Emergency Management (TDEM).
- i. Curtis to work on Tariff changes and slides for annual meeting.
- j. Pilar and Curtis to continue work on 2023 budget.

13. Adjourn

- a. Adjourned at 7:15 p.m. Motion to adjourn by Harry Brunner, seconded by Roger Trejo, all approved.