

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
November 30, 2022

Meeting called to order at 3:03 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. Distribution, Discussion, and Approval/Modification of the October 26 meeting draft minutes. Motion to approve the minutes by Ed Coleman, seconded by Roger Trejo, all approved.
3. Member and Public Comments: None.
4. Operator's Report and Discussion/Update
 - a. Everything operating well, no issues to report.
 - a. Insulation for the feed line on the water storage tank is scheduled for next week.
5. Set Next Meeting Date/Time. Next meeting date scheduled for Wednesday, December 14, 2022, at 4:00 p.m. at 103 Vista View Trail, Suite 100, Spicewood, Texas.
6. Drought and Water Restriction Planning, Monitoring, and Member Communications/ Actions. We had a very good consumption month along with a small amount of rain, but decided it is still too early to modify the current drought restrictions.
7. Financial and Business Operations Discussion, Update, and Action
 - a. Signed invoices for Taber & Burnett, Spicewood Utility Services, DSHS Central Labs, TCEQ, The Hurst Law Firm, and Forestar (for annual loan payment).

- 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 continue to stabilize the wells.
 - iii. Review Director's and SUS End-Of-Month (EOM) Reports. This is the first month with no members on the excessive usage report.

8. 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, PEC Critical Load Registration Status. No work on either submission yet, will continue to wait.
 - iii. Water Shortage Contingency Plan. No work yet with the Texas Water Infrastructure Coordination Committee (TWICC) yet.
- b. Summary of Telecom With Kaveh Khorzad, Wet Rock Groundwater Services, LLC. Nothing new in options available to us to obtain more water, but he did provide new cost estimates. Much board discussion on deep wells near the plant and the quality of water these deep wells would provide and filtration/chemical treatments required. Also discussed possibility of funding for this effort with grants and loans. Ed took action to generate an agenda for looking into these possibilities.
- c. Replace Announcement Boards at Mailboxes. Installation will begin this week.
- d. Request For Water Bill Reductions. Reviewed request from three members that provided repair statements; all three requests were approved.
- 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.
 - i. Summary of telecom with Earl Wood, Hurst Creek Municipal Utility District General Manager. They have the Metron-Farnier smart meters installed and discussed lessons learned.
 - ii. Ten meter pilot program status, interim results. Curtis has been requesting quotes from other installers in order to obtain the best price for future installs. Working through some communication issues and composite lids will probably fix most of the problems. Will continue with the pilot program at least through the end of the year until all issues are resolved.
- 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. Pilar reviewed budget by line items. First was proposal to raise our water rates by 10% across the board to pay for cost increases primarily in operations, insurance, electricity, and bookkeeping. Also added budget for both smart meters and legal counsel in 2023.
- iii. Prepare for annual meeting that is scheduled for Saturday, January 14, 2023, at the Spicewood Community Center. Board member election notices have been distributed and Pilar and Ed have offered to stay for another 2-year term.
- iv. Ed to begin work on agenda of items for gathering information on a deeper well.
- g. Public event for firefighting water storage tank and completion report to LCRA. The LCRA sign was purchased and installed and completion report was submitted. It was decided that the public event for the firefighting water storage tank will not be done.

9. Current Activity and Priority Planning. Priorities are annual meeting, wells levels and contingency plans, smart meter program, and a deep well.

10. Other Business Property Brought Before the Meeting:

- a. The board would like to recognize our member Eddie Marshall for his invaluable help with the installation of the LCRA sign at the firefighting water storage tank.
- b. Harry contacted Burnet County Emergency Management and was told that there is no limit on bottled water availability.
- c. Harry continues to work on address change on [SAM.gov](https://www.sam.gov) site.
- d. Harry brought up an issue that needs to be communicated to members regarding Senate Bill 3. Curtis to investigate this and present it at the annual meeting.

11. Review Past and Current action Items

- a. SUS to provide insulation for the feed line on the water storage tank next week.
- b. Curtis to coordinate with Ed and looking into prequalifying for low cost water loans with TWICC.
- c. Curtis and Pilar will continue to work on the AMI pilot project.
- d. Harry to coordinate installation of announcement boards.
- e. Ed to begin effort on deep well information gathering.
- f. Curtis to work on Tariff changes and slides for annual meeting.
- g. Pilar and Curtis to continue work on 2023 budget.

12. Adjourn

- a. Adjourned at 4:53 p.m. Motion to adjourn by Ed Coleman, seconded by Roger Trejo, all approved.