

Double Horn Creek Water Supply Corporation

Minutes of Meeting of Board of Directors
4:00 p.m. at 103 Vista View Trail, Suite 100, Spicewood, TX
March 22, 2023

Meeting called to order at 4:02 p.m.

- ❖ Curtis Raetz, President
- ❖ Pilar Chiodo, Secretary/Treasurer
- ❖ Roger Trejo, Director
- ❖ Brent Taylor, SUS Representative
- ❖ Sig Sereno, Member
- ❖ Ed Coleman, Member

1. Summary of meeting notice published. Confirmed a quorum was present.
2. Distribution, Discussion, and Approval/Modification of the February 22, 2023 meeting draft minutes. Motion to approve the minutes by Pilar Chiodo, seconded by Roger Trejo, all approved.
3. Member and Public Comments: None.
4. Operator's Report and Discussion/Update.
 - a. Emergency generator use hours are being logged approximately once per week, as well as how much fuel is left in the propane tank. Fuel level needs to be maintained above fifty percent at all times.
 - b. Discussed well levels. Well number one and two are showing improvement but well number three and unsure of the cause. It could be that the hard water is starting to affect the well; this needs to be discussed with a geologist. For now we are going to take well number three offline for a week or two to determine what effect this has on the recharge of the well.
 - c. Brent suggested obtaining a loaner transducer for well number three to monitor its rate of recharge. Curtis took action to determine if Central Texas Groundwater Conservation District (CTGCD) has a transducer they could loan DHCWSC.
5. Set Next Meeting Date/Time. Next meeting date scheduled for Tuesday, April 18, 2023, at 4:30 p.m. at 103 Vista View Trail, Suite 100, Spicewood, Texas.

6. Drought and Water Restriction Planning, Monitoring, and Member Communications/ Actions. Wells one and two are status green now, but well number three is not. Discussed whether we should go from drought Stage IV to Stage III. Board agreed to stay at Stage IV until we complete taking well number three offline to determine how well it recharges. Depending on this outcome we may go to Stage III.

7. Financial and Business Operations Discussion, Update, and Action
 - a. Signed invoices for Spicewood Utility Services, Taber & Burnett, and one check to Metron-Farnier, LLC for smart meters.
 - b. Reviewed Bank Statements, Income Statement and Balance Sheet. Balances as expected, no action required.
 - c. Reviewed Director's and SUS End-of-Month (EOM) Reports.
 - i. Another month with no excessive water usage. Our members continue to do a great job with water conservation.
 - d. 2022 federal tax return status/update. Taber & Burnet has all the information required for the tax return. Will await the draft 990 return for review.

8. Discussion, Update, and Action
 - a. Tariff and Policies Modification. Curtis to incorporate changes to reflect the increases to the water rates and tap fee.
 - b. Water Conservation Partnership with City of Double Horn. The City of Double Horn would like DHCWSC to consider the following: The City would like to receive the DHCWSC stop light chart (well levels) on a monthly basis and for DHCWSC to affirm that the water fire fighting storage tank is available to the City of Double Horn and the entities in the Extra-Territorial Jurisdiction (ETJ). In return, the City of Double Horn will consider contributing some of their funds to our water conservation projects. Curtis will contact City of Double Horn to work out details of this partnership.
 - c. Requests for water bill reductions: None.
 - d. Project Status: Advanced Metering Infrastructure (AMI), commonly known as smart meters. All metal lids will be replaced with composite lids. Additionally, thirty smart meters have been delivered and we are going to install twenty-nine, leaving one as a backup. Timetable for this is March 25-26, 2023. Pilar made a motion to accept the current draft Advanced Metering Infrastructure Policy Statement, seconded by Roger Trejo, all approved. This policy and the user guide for AMI will be posted on the DHCWSC website.
 - e. Project Status: Provide Xeriscaping and Household Water Conservation Information on DHCWSC website. No work done this month, will report next month.

9. Current Activity and Priority Planning. Priority right now is well number three evaluation, rollout of smart meters and replacement of the vacancy on the board.

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

11. Review Past and Current Action Items

- a. Brent to take well number three offline for a week or two to measure recharge.
- b. Curtis to contact CTGCD and ask for loaner transducer to monitor recharge on well number three.
- c. Curtis to contact City of Double Horn regarding partnership with DHCWSC.
- d. Pilar to bring plans for new tab on website discussing xeriscape and water capture.
- e. Curtis to continue work on Tariff changes.
- f. Hickory Well Feasibility study and pre-qualification for low cost water loans with the Texas Water Infrastructure Coordination Committee (TWICC) is on hold until after the smart meter project is complete.

12. Adjourn

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