

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
April 25, 2023

Meeting called to order at 4:04 p.m.

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

1. Summary of meeting notice published. Confirmed a quorum was present.
2. Discussion and Action to Appoint New Director to Fill Vacant Position. Sig Sereno has come forward to fill the vacancy left by Ed Coleman when he resigned from his unexpired term at the January 26, 2023 director's meeting. Curtis read aloud the resolution to seat Sig Sereno and then submitted a motion to seat Sig Sereno, seconded by Roger Trejo, all approved. Sig Sereno is now a board member.
3. Distribution, Discussion, and Approval/Modification of the March 22, 2023 meeting draft minutes. Motion to approve the minutes by Pilar Chiodo, seconded by Roger Trejo, all approved.
4. Member and Public Comments: Cathy Sereno indicated that the City of Double Horn would like to discuss taking action on Water Conservation Partnership Opportunities between the City of Double Horn and DHCWSC. Suggested having a special brainstorming public meeting between the two groups to kickoff the effort. Curtis took action to provide available dates for this meeting.
5. Operator's Report and Discussion/Update.
 - a. Electrical generator and propane tank continue to be monitored every week or two to ensure the generator is running as expected and that the propane level does not drop below fifty percent.

- b. Curtis provided an updated stop light chart for the well levels. We have had well number three shut off for several weeks now and it still does not show any significant recharge. Curtis and Brent will do a manual measurement of well number four to make sure it is consistent with the transducer reading.
6. Set Next Meeting Date/Time. Next meeting date scheduled for Tuesday, May 16, 2023, at 4:00 p.m. at 103 Vista View Trail, Suite 100, Spicewood, Texas.
7. Drought and Water Restriction Planning, Monitoring, and Member Communications/ Actions. The board decided to continue with drought Stage IV since the wells, especially well number three, are not recharging as expected.
8. Financial and Business Operations Discussion, Update, and Action
 - a. Signed invoices for Spicewood Utility Services and Taber & Burnett.
 - 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. Shout out to our members for continuing to conserve water.
 - d. 2022 federal tax return status/update. Still have not received the draft 990 tax return from Taber & Burnet. Pilar took action to call Taber & Burnet about the status.
9. Discussion, Update, and Action
 - a. Tariff and Policies Modification. Curtis to incorporate changes to reflect the increases to the water rates and tap fee. Curtis would like to consult with an expert before implementing the next round of modifications to the existing Tariff due to the quantity of changes.
 - b. Requests for water bill reductions: None.
 - c. Project Status: Advanced Metering Infrastructure (AMI), commonly known as smart meters. An additional twenty-nine smart meters have been installed and there are no major issues to report.
 - d. Project Status: Provide Xeriscaping and Household Water Conservation Information on DHCWSC website. Pilar announced that she does not have the time to work on this project and therefore cannot undertake it.
10. Current Activity and Priority Planning. Priority right now is well number three evaluation and rollout of smart meters.

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

12. Review Past and Current Action Items

- a. Curtis to provide available dates to the City of Double Horn for a focus group on water conservation.
- b. Curtis and Brent to take measurements of well number four.
- c. Pilar to contact Taber & Burnet and get status of the draft 990 tax return.
- d. Curtis and Pilar to work Tariff changes.
- e. 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.

13. Adjourn

- a. Adjourned at 5:05 p.m. Motion to adjourn by Curtis Raetz, seconded by Roger Trejo, all approved.