

# Double Horn Creek Water Supply Corporation

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Minutes of Meeting of Board of Directors  
4:00 p.m. at 103 Vista View Trail, Suite 100, Spicewood, TX  
June 27, 2023

Meeting called to order at 4:07 p.m.

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

1. Summary of meeting notice published. Confirmed a quorum was present.
2. Distribution, Discussion, and Approval/Modification of the May 16, 2023 meeting draft minutes. Motion to approve the minutes by Harry Brunner, seconded by Sig Sereno, all approved.
3. Member and Public Comments: None.
4. Operator's Report and Discussion/Update.
  - a. Valve on well number one was repaired.
  - b. There was a leak on West Trail that was also repaired.
  - c. Wells number one and two have been performing and recharging well, and well number three has recovered also after weeks of rest. Will turn well number three back on this week.
5. Set Next Meeting Date/Time. Next meeting date scheduled for Thursday, July 20, 2023, 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. Well readings show that all well levels have recovered slightly and are holding steady but still at historically low levels. Question was put before the board if we should go from Stage III to Stage II drought restrictions. All board members agreed to continue at Stage III since we are still in a county wide critical drought stage.

7. Financial and Business Operations Discussion, Update, and Action
  - a. Signed invoices for Spicewood Utility Services, Taber & Burnett, Oliver Rainey, & Wojtek LLP (tax return), and Curtis Raetz (weed killer).
  - 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. Another month with no excessive water usage. Members continue to do a great job conserving water.
  
8. Discussion, Update, and Action
  - a. Requests for water bill reductions: None.
  - b. Project Status: Advanced Metering Infrastructure (AMI), commonly known as smart meters. Curtis went to the City of Double Horn city council meeting and the city has agreed to contribute ten thousand dollars to the AMI effort provided DHCWSC agrees to a Memorandum Of Understanding (MOU) associated with this contribution. The MOU will likely state that DHCWSC agrees that the firefighting water storage tank can be used for any agency that needs it, and agrees to provide the city with some well level reports. Curtis suggested we order all meters now and board agreed to do this. Curtis took action to purchase the smart meters and coordinate their installation. Additionally, there are a couple of meters that have been missing a few data uploads. Curtis is going to purchase a few high resolution antennas to resolve this problem.
  - c. Water Conservation Partnerships with City of Double Horn and Double Horn Improvement Association. As stated earlier, City has agreed to donate ten thousand dollars to the AMI effort after a MOU with DHCWSC is signed.
  - d. Joint City of Double Horn, Double Horn Improvement Association, and DHCWSC water conservation partnership. Sig said first meeting was on June 20 with representatives from the City, DHIA, and DHCWSC present. Sig showed the concept design for the signs to be posted at each of the gates to communicate drought stages to members. At the meeting, other means of communications to new and existing members for ideas such as rain barrels, water harvesting, trenching, plants, solar to sun pool covering, tax exemptions, etc. were discussed. Next step is to obtain mockups of the signs and have them reviewed/approved by the various organizations before placing final order.
  - e. Current director positions and 2024 planning. Harry Brunner has agreed to be Vice President until the end of his term. Curtis made motion to accept Harry Brunner as Vice President, seconded by Sig Sereno, all approved. Congratulations to Harry Brunner. Held discussion regarding recruiting a replacement for Harry Brunner for the term beginning in 2024. Also need to get the election cycles back on the 2:3 year

cycle. Suggestion was to have a renewing board member renew for one year rather than two years in 2024.

9. Current Activity and Priority Planning.

- a. Priority continues to be partnership with the City of Double Horn and the Double Horn Improvement Association and Phase 2 rollout of the smart meters.

10. Other Business Properly Brought Before the Meeting: Harry Brunner received word from [SAM.GOV](https://www.sam.gov) that "[SAM.GOV](https://www.sam.gov) has a possible **Update** to your entire name or address". Upon inspection this "possible **Update**" is our old physical address of record. The question now is whether DHCWSC needs to file something with the Secretary of State to get the address formally changed. Harry took action to look into this.

11. Review Past and Current Action Items

- a. Pilar to update DHCWSC website to reflect Stage III drought restrictions.
- b. Curtis and Pilar to send out another text message regarding stage III drought status to all members.
- c. Curtis and Pilar to work Tariff changes.
- d. Harry Brunner to contact Texas Secretary of State to determine if DHCWSC needs to have a formal change of physical address through the State of Texas.
- e. Curtis to place an order for eighty-four smart meters and schedule their installation.
- 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 5:22 p.m. Motion to adjourn by Harry Brunner, seconded by Curtis Raetz, all approved.