

Double Horn Creek Water Supply Corporation

Minutes of Meeting of Board of Directors
4:00 p.m. at 103 Vista View Trail, Suite 100, Double Horn, TX
September 26, 2023

Meeting called to order at 4:05 p.m.

- ❖ Curtis Raetz, President
- ❖ Pilar Chiodo, Secretary/Treasurer
- ❖ Roger Trejo, Director
- ❖ Sig Sereno, Director

1. Summary of meeting notice published. Confirmed a quorum was present.
2. Distribution, Discussion, and Approval/Modification of the August 29, 2023 meeting draft minutes. Motion to approve the minutes by Sig Sereno, seconded by Roger Trejo, all approved.
3. Member and Public Comments: None.
4. Operator's Report and Discussion/Update.
 - a. Replaced an impeller in one of the pumps.
 - b. Experienced an extended power failure and the emergency generator worked well.
5. Set Next Meeting Date/Time. Next meeting date scheduled for Tuesday, October 24, 2023, at 4:00 p.m. at 103 Vista View Trail, Suite 100, Double Horn, Texas.
6. Drought and Water Restriction Planning, Monitoring, and Member Communications/ Actions. The water level at one well improved, one got worse, and one stayed relatively the same. Board members agreed to remain at drought stage three (hand watering and drip irrigation only).
7. Financial and Business Operations Discussion, Update, and Action
 - a. Signed invoices for Spicewood Utility Services, Taber & Burnett, Double Horn Storage, Cincinnati Insurance, and Curtis Raetz (4G antennas).

- b. Reviewed Bank Statements, Income Statement and Balance Sheet. Balances as expected, no action required. The most recent Profit & Loss (P&L) from the meeting will be added to the website alongside the minutes.
- c. Reviewed Director's and SUS End-of-Month (EOM) Reports. Had ten members with excessive water usage in August and letters were sent out.

8. Discussion, Update, and Action as Needed

- a. Requests for water bill reductions: Had one request for a bill reduction from a member that had a multi-month leak and requested reduction for the month of August. Since the leak was repaired board agreed to the reduction.
- b. Advanced Metering Infrastructure (AMI), commonly known as smart meters. Curtis Raetz and Curtis Jeffrey went to Hurst Creek to get some training on smart meters. Learned a lot about troubleshooting, repair, and maintenance. Placed an order for some spare parts, a troubleshooting iPad tablet, and a one inch smart meter for the PCP commercial building. The smart meters have been very valuable in detecting leaks; members have found and repaired many leaks since their installation saving thousands of gallons of water.
- c. Joint City of Double Horn, Double Horn Improvement Association, and DHCWSC Water Conservation Partnership. Sig Sereno reported that the water conservation signs have been installed. Many thanks to all the volunteers that assisted with the assembly and digging of the sign project. The board would like to thank the following volunteers who did the heavy lifting, ensuring we had the signs completed and the eight holes dug to secure the signs:

- Tom King - DH City
- Eddie Marshal - DHIA ACC
- Ron Link - Community volunteer
- Glen Stafford (DH City) for lending his auger equipment
- Justin Mueller (Community volunteer) for his work with his skid steer in digging the holes and saving us from back breaking work.

Sig indicated he will work on having a followup meeting with the joint partnership to discuss the effort and discuss what future projects might entail.

- d. Preliminary 2024 planning: Curtis and Pilar will work on preliminary annual budget for the next board meeting. Tariff also needs an overhaul next year, primarily to incorporate implementation of smart meters; will also include a legal review of the new tariff to ensure it is compliant with the law.

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 the completion of the smart meter rollout.

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

11. Review Past and Current Action Items

- a. Brent to submit Lead and Copper Rule (LCR) report by October 2024.
- b. Curtis and Pilar to send out a text and email to members regarding Stage III drought.
- c. Curtis Raetz and Curtis Jeffrey will amend the current agreement for smart meter work to include liability insurance amount.
- d. Sig to look at whether joint water conservation project will need a budget item on next year's budget.
- e. Curtis Raetz to contact Wet Rock to discuss detailed planning for deep water well.
- f. Pilar to publish approved P&L report on the website alongside the minutes.
- g. Deep Water 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 5:29 p.m. Motion to adjourn by Roger Trejo, seconded by Sig Sereno, all approved.