

# 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, Double Horn, TX  
October 24, 2023

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

- ❖ Curtis Raetz, President
- ❖ Harry Brunner, Vice President
- ❖ Pilar Chiodo, Secretary/Treasurer
- ❖ Sig Sereno, Director
- ❖ Glen Zoerner, Member
- ❖ Jim Lindsey, Member
- ❖ Curtis Jeffrey, SUS Contractor

1. Summary of meeting notice published. Confirmed a quorum was present.
2. Distribution, Discussion, and Approval/Modification of the September 26, 2023 meeting draft minutes. Harry Brunner requested a clarification change to the action item regarding the Lead and Copper Rule (LCR) submittal in October 2024. Motion to approve the amended minutes by Harry Brunner seconded by Sig Sereno, all approved.
3. Member and Public Comments: Jim Lindsey, on behalf of the DHIA, asked about variance documentation obtained for the water storage tank from the DHIA per the Covenants, Conditions & Restrictions (CC&Rs), and whether this documentation was officially recorded. Pilar and Curtis took action item to get the variance documentation to Mr. Lindsey.
4. Operator's Report and Discussion/Update.
  - a. No issues to report.
5. Set Next Meeting Date/Time. Next meeting date scheduled for Tuesday, November 21, at 4:00 p.m. at 103 Vista View Trail, Suite 100, Double Horn, Texas.
6. Member Discussion: 2023 Water Rate Analysis. Glen Zoerner presented the results of his water usage data analysis using the current rate structure and twelve months of data from the monthly director's reports. The initial analysis shows that while the higher water users

have the highest water bills, lower water users effectively have a higher rate per gallon. Mr. Zoerner proposes the board adopt a different rate structure that incentivizes lower usage by reducing the service availability charge. To eliminate any potential analysis sensitivities due to a limited data set, Pilar took the action to provide Mr. Zoerner with more data for more analysis. Subsequent analysis will be used by the board to determine if there is a more optimum rate structure that is revenue neutral, more equitable to members and incentivizes conservation.

TCEQ Water Daily Water Sample: Based on another recommendation by Mr. Zoerner, the board will consider revisiting the TCEQ requirement for TCEQ daily water samples based on the level of automation at the water plant in order to reduce costs.

7. Drought and Water Restriction Planning, Monitoring, and Member Communications/ Actions. Based on the latest well readings, the board members agreed to remain at drought stage three (hand watering and drip irrigation only). Curtis and Pilar to send out another message to members regarding drought stage.
8. Financial and Business Operations Discussion, Update, and Action
  - a. Signed invoices for Spicewood Utility Services, Taber & Burnett and Metron-Farnier.
  - 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. Had two members with excessive water usage in September.
9. Discussion, Update, and Action as Needed
  - a. Requests for water bill reductions: There was one request for a bill reduction from a member that was informed of a substantial leak after the smart meter was installed. The member finally repaired the leak and is asking for relief on the previous month's bill. Since the leak was repaired board agreed to provide the bill adjustment for the September bill with the provision that the member register the smart meter and commit to use it.
  - b. Advanced Metering Infrastructure (AMI), commonly known as smart meters. We currently have one hundred and twenty-three meters installed, with one final meter to be installed at the Professional Civil Process (PCP) building. Curtis Jeffrey has taken over the maintenance now. Harry brought up the idea of training sessions for the water meters which we plan to do at some point. Also, Curtis put forward a motion to modify the current AMI Policy Statement to allow for four people to access the data: two members of the DHCWSC board, one member of the SUS operations staff, and

one member of the AMI support staff. Seconded by Harry Brunner, all approved. The new updated policy will be signed and posted on the website.

- c. Joint City of Double Horn, Double Horn Improvement Association, and DHCWSC Water Conservation Partnership. Sig Sereno reported that all the water conservation signs have been installed. The City of Double Horn has sent us the payment for their portion of the project and we are awaiting the DHIA check. Next step for the committee is to reconvene to discuss future opportunities.
- d. Display Boards: Vandalism incident reporting, repair and placard update. The plexiglass has been ordered and expected soon and Harry will perform the replacement. Curtis reported this to the police to have the incident on record. Harry to replace the existing placards with more permanent and sturdy ones.
- e. Deep well project study update. Our current wells utilize the Ellenburger-San Saba aquifer that is subject to drought conditions and the board is exploring potential options for meeting demand in the future. Wet Rock Groundwater Services provided two alternatives for consideration. The first is to acidize the existing wells. This alternative would most likely result in small to no yield improvements based on the level of dolomite in the aquifer. The second option is to drill a new well further down to the Hickory aquifer. While this aquifer has a lower water quality than our current wells, it is not sensitive to drought conditions and would provide a much higher yield sufficient to meet our current and estimated future demand. The board also discussed potential options for funding a new well such as loans or grants from the Texas Water Development Board and the Texas Water Fund and the Building Resilient Infrastructure & Communities (BRIC). The board took the action to continue to mature the study.
- f. Preliminary 2024 planning: There are two primary projects now, the deep well study and the tariff updates. Additionally, there are preparations for the annual meeting which include election ballots, annual budget, and presentation for the annual meeting. Mr. Zoerner suggested reaching out to Forestar to determine if they would accept a cash settlement of our mortgage at a heavily discounted rate. Curtis made a motion that the board approve a loan payoff of up to thirty thousand dollars for the water plant mortgage. Seconded by Sig Sereno, all approved.

#### 10. Current Activity and Priority Planning.

- a. Priority continues to be partnership with the City of Double Horn and the Double Horn Improvement Association, the completion of the smart meter rollout, and the deep well study.

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

## 12. 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. Sig to look at whether joint water conservation project will need a budget item on next year's budget.
- d. Pilar and Curtis to get variance documentation to Jim Lindsey.
- e. Pilar to get Glen Zoerner more data for his water rate analysis.
- f. Curtis and Pilar to contact Forestar regarding a discounted mortgage payoff.
- 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.

## 13. Adjourn

- a. Adjourned at 6:06 p.m.