

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
January 23, 2024

Meeting called to order at 4:03 p.m.

- ❖ Curtis Raetz, President
- ❖ Harry Brunner, Vice President
- ❖ Pilar Chiodo, Secretary/Treasurer
- ❖ Roger Trejo, Director
- ❖ Sig Sereno, Director
- ❖ Curtis Jeffrey, SUS Representative
- ❖ Laura Rathe, Member
- ❖ Wayne Rathe, Member

1. Summary of meeting notice published. Confirmed a quorum is present.
2. Distribution, Discussion, and Approval/Modification of the December 19, 2023 meeting draft minutes. Motion to approve the minutes by Harry Brunner, seconded by Roger Trejo, all approved.
3. Member and Public Comments: None.
4. Operator's Report and Discussion/Update
 - a. There were no disruptions caused by the cold weather.
 - b. Changed out the Harmsco filters so will need to order replacements.
 - c. Propane tank at 50%; will monitor closely and call for more propane when necessary.
 - d. Curtis Jeffrey to fill out Texas Water Development Board (TWDB) survey that is due March 1, 2024.
 - e. SUS owner transition has gone seamlessly - no issues to report.
5. Review Spicewood Utility Services Contract. Curtis Raetz asked if it was possible to eliminate the TCEQ daily monitoring of well number one. Curtis Jeffrey replied that the monitoring cannot be eliminated without eliminating well number one, so we will continue to monitor it daily. Regarding the SUS contract which is up for renewal in March 2024, the

pricing will stay constant and no other changes were identified other than dates. Curtis Raetz took action to amend the SUS contract for another two year renewal.

6. Set Next Meeting Date/Time. Next meeting date scheduled for Tuesday, February 20, 2024, 4:00 p.m. at 103 Vista View Trail, Suite 100, Double Horn, Texas.
7. Drought and Water Restriction Monitoring, Planning, and Member Communications/ Actions. Well levels are basically flat from last month. Based on the latest readings the board members agreed to remain at drought stage three (hand watering and drip irrigation only).
8. Financial and Business Operations Discussion, Update, and Action
 - a. Signed invoices for Spicewood Utility Services, Taber & Burnett (now Oliver, Rainey & Wojtek), Metron-Farnier, and B&D Environmental.
 - 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. Water consumption was very good and only had one member with excessive water usage in December. Harry Brunner asked if we could reach out to the members who are chronically late with their payments to determine if anything can be done to help them submit timely payments. Curtis Raetz took action to discuss this with Samantha Jeffrey, the new SUS administrator,
9. Discussion, Update, and Action as Needed
 - a. Requests for water bill reductions: None.
 - b. Joint City of Double Horn, Double Horn Improvement Association, and DHCWSC Water Conservation Partnership. Transitions are happening on the DHIA, so will wait until after the annual meeting when it is known who the new DHIA members are before one is elected to the Water Conservation Partnership.
 - c. Deep Well Project Study Update: The deep well project is the best way forward to ensure a drought independent water source. The TWDB will likely be the best source for grants and low cost loans. Immediate action is to present our current project status to the members at the annual meeting. Board discussed pros and cons of a deep well project.
 - d. Rate Analysis and Tariff and Policies Update. Bret Fenner of B&D Environmental submitted a Water Rate Analysis report that was discussed. Basically, the report indicates that our current rates are sufficient for the next two years; beyond that, inflation may cause us to re-evaluate the rates for an increase. There were a few items

that the board would like to see included in the report. Curtis and Pilar took an action to discuss these additional items with Bret Fenner. Regarding the Tariff, Bret and/or the Texas Rural Water Association (TRWA) will likely be asked to update it. We will also require a legal review of the updated Tariff to make sure it is legally compliant.

e. 2024 Annual Meeting Final Preparation

- i. Tasking for Presentation Equipment, Sign-Ins, etc. Sig Sereno to help with setting up for the annual meeting with slide projector and screen. Pilar to bring member sign-in sheets to the annual meeting.
- ii. Meeting Presentation. The presentation has been updated and finalized for the annual meeting. The board also discussed another item that will be brought up at the annual meeting, and that is the city of Double Horn's emergency communications during the solar eclipse. The city is going to obtain the same TextMagic service that DHCWSC has for rapid communication. The question to be put forth is if members will consent to have their name and mobile number shared with the city for emergency communication purposes. The first of these is the solar eclipse event on April 8, 2024. Much discussion on whether this sharing of data (with consent by members) will be for the solar eclipse only or for future city emergency communications. Curtis made a motion to support the city of Double Horn's efforts to develop their database by providing our member phone numbers (with their consent) in the interest of assisting with the urgency associated with eclipse communications. Seconded by Sig Sereno, all approved. Harry Brunner took an action to craft the communication to members per our discussion.

10. Current Activity and Priority Planning.

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

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

12. Review Past and Current Action Items

- a. Curtis Raetz to amend the SUS contract for another two year renewal.
- b. Curtis Raetz to discuss late charges with Samantha Jeffrey to determine if anything can be done to help members submit timely payments.
- c. Curtis Raetz to provide Pilar with the new lead content number for the new member packet.
- d. Pilar to send text messages to members who have not registered their smart meter.

- e. Curtis and Pilar to discuss additions to the Water Rate Analysis Report with Bret Fenner of B&D Environmental.
- f. Harry Brunner to craft a communication message to the membership regarding the consensual sharing of phone numbers with the city of Double Horn.
- g. Curtis Jeffrey to submit Texas Water Development Board (TWDB) survey by March 1, 2024.
- h. Curtis Jeffrey to submit Lead and Copper Rule (LCR) report by October 2024.

13. Adjourned at 5:38 p.m. Motion to adjourn by Roger Trejo, seconded by Curtis Raetz, all approved.