

# Double Horn Creek Water Supply Corporation

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Minutes of Meeting of Board of Directors  
11:00 a.m. at 103 Vista View Trail, Suite 100, Double Horn, TX  
May 22, 2025

Meeting called to order at 11:03 p.m.

- ❖ Curtis Raetz, President
- ❖ Sig Sereno, Vice President
- ❖ Pilar Chiodo, Secretary/Treasurer
- ❖ Curtis Jeffrey, SUS Representative
- ❖ Harry Brunner, Member
- ❖ Cindy Polluconi, Member
- ❖ Susan Carver, Member
- ❖ Linda Marshall, Member
- ❖ Cathy Sereno, Member

1. Summary of meeting notice published. Confirmed a quorum is present.
2. Distribution, Discussion, and Approval/Modification of the April 22, 2025 Meeting Draft Minutes. Motion to approve the minutes by Sig Sereno, seconded by Curtis Raetz, all approved.
3. Member and Public Comments: None
4. Confirm Next Meeting Date/Time. Next meeting date scheduled for Monday, June 30, 2025, 2:00 p.m. at 103 Vista View Trail, Suite 100, Double Horn, Texas.
5. Discussion, Update, and Action as Needed
  - a. Operator's Report Including Bulk Water Delivery Operations and Operating Metrics.
    - i. Ripple is now delivering four truckloads every Monday, Tuesday, and Wednesday. Lone Star is delivering four truckloads every Thursday and Friday. Curtis Jeffrey installed a 3" pipe to support Lone Star deliveries. He will now install permanent valves on the 3" pipe with a stub out so that companies can choose whether to fill with a 2" or 3" hose connector.
    - ii. There are still some metric inaccuracies with regard to water loss due to various issues, one of which is the timing on when the meters are read and other is due to

- low flow. It was decided to replace the 3" and 4" meters with Metron-Farnier meters so that the reads are done at the same time every night; these meters will also ensure more accuracy. Also discussed looking at the metrics on a three month running total to smooth out some of the monthly metric irregularities due to water flow irregularities. Curtis Jeffrey given authorization to purchase the new meters.
- iii. Discussed whether the current bulk water purchase is adequate. As long as the water levels stay above the pump levels then there is no need to increase the bulk water amount; we will continue to monitor this monthly. Consumer consumption has dropped off and this has helped the wells and the pumps immensely.
  - iv. Member asked if we will be affected by Dripping Springs turning off selling their water to bulk water haulers. Curtis Jeffrey stated that it will not affect us because we get our water from the West Travis County Public Utility Agency (PUA). This water comes from surface water (lake) and not a well. Dripping Springs primarily uses well water and their wells are also struggling. They are also limited to how much supplemental water they can purchase from West Travis County PUA. Therefore, they have made the decision to not sell any bulk water so that they can preserve the well water for their citizens.
  - v. There is one meter that has not communicated in several days. Curtis Jeffrey to go look at it to determine why the reads are not being uploaded.
- b. Joint City of Double Horn, Double Horn Improvement Association, and DHCWSC Water Conservation Partnership.
- i. The City of Double Horn sent a mass mailer to all property owners regarding the WaterSmart Rebate and more members are starting to take advantage of this rebate.
  - ii. Discussed the use of the Professional Civil Process (PCP) water storage tank for landscape irrigation at the Section 4 entrance. At the last DHIA meeting, Jim Lindsey discussed a draft Letter of Intent (LOI) that is to be sent to Rick Keeney, the owner of PCP. The desire is to draft an agreement with attorneys for the use of the water tank. There was discussion on how binding this agreement will be if PCP is sold. These issues need to be resolved before more effort and money is expended on this project. Also discussed the optics of watering the landscape at the entrance for those who do not know rain water is being utilized.
  - iii. The board discussed dedicating our \$2000 annual budget for the Water Conservation Partnership to help the water tank project. Curtis Raetz made a motion to commit \$2000 to the Joint Conservation Partnership for the purpose of establishing rain water collection from the rainwater collection system at 103 Vista View Trl., contingent upon assuring operational and legal issues are resolved. Seconded by Sig Sereno, all approved.

- c. [DHCWSC.org](http://DHCWSC.org) Website Transition to Rural Water Impact Website Service
  - i. Rural Water Impact has transported the DHCWSC website to its new location and Pilar is in the process of populating the new website with data. The goal is to have the new website up and running by the July 2025 board meeting. Once the new website is up and running, the existing GoDaddy website will be shut down. And once the new website texting feature is implemented, the TextMagic account will be shut down as well.
- d. Capital Improvement Planning (CIP). Due to other priorities and board members being out of town, no work was done on this.
- e. Future Water Security Project Update
  - i. Water Finance Exchange (WFX) Letter of Engagement and Resolution. Curtis spoke with Steven Walden and Marissa Bruno, the Hill Country Alliance (HCA) Water Program Manager regarding the WFX. Both spoke highly of WFX and how necessary they are to obtaining/arranging funding for our new well project. WFX would be our connection/representative for The Texas Water Infrastructure Coordination Committee (TWICC), basically a one-stop shop for information on funding eligibility or technical assistance for water systems facing infrastructure or compliance issues. Curtis Raetz made a motion to sign the WFX Resolution and/or the Letter of Engagement to establish a formal partnership with WFX. Sig Sereno seconded, all approved.

6. Drought and Water Restriction Monitoring, Planning, and Member Communications/  
Actions.

- a. Request for water bill adjustment - None.

7. Financial and Business Operations Discussion, Update, and Action

- a. 2024 annual audit. Still awaiting a response from ORW regarding new pricing and scheduling for an audit. Cathy Sereno mentioned that we need to ask two questions. 1) what resources will we need to supplied for the audit (invoices, etc), and 2) can we have the same company that does our books do our audit; may have to be a third party independent auditor.
- b. Signed checks/invoices for Spicewood Utility Services (SUS), Oliver, Rainey, and Wojtek (ORW), Ripple 2.0 Bulk Water Delivery, and Rural Water Impact and Municipal Impact, aka Immense Impact, LLC.
- c. Reviewed Bank Statements, Income Statement and Balance Sheet. Balances as expected, no action required. A charge to an AMI account needs to be moved to Operations; will not affect the totals.

- d. Reviewed Director's and SUS End-of-Month (EOM) Reports. Curtis Raetz has had numerous conversations with high water users and their water usage has drastically decreased. Only two accounts used over ten thousand gallons, and no accounts used over twenty thousand gallons last month.
8. Current Activity and Priority Planning. Keep the water flowing through the drought and work on the new well project.
9. Other Business Properly Brought Before the Meeting.
- a. DHCWSC received a notice of a certified letter at the post office; however, the post office cannot find it. They will continue to search for it and we will be notified of its finding.
  - b. Received new contract from Ripple 2.0 with new pricing data and we agreed to sign this contract.
  - c. Cathy Sereno mentioned that if we identify some need for funding that could come from the city, then communicate it with the city in the June/July timeframe so that it can be reviewed by the city council in time for the city budget cycle.
10. Review Past and Current Action Items
- a. Curtis Jeffrey to contact Metron-Farnier to get 3" and 4" meter quotes that will meet our needs for accurate meter readings at the plant.
  - b. Curtis Jeffrey to resolve issues with smart meter that has not uploaded data in several days.
  - c. Pilar waiting to hear from ORW regarding a new quote for a financial audit.
  - d. Curtis Jeffrey to get water flowing at West Trail entrance meter for DHIA use. This action has been put on hold due to the current draught stage.
  - e. Curtis Jeffrey to continue to monitoring the Turner controller. This is conditional on electrical storms.
  - f. Pilar to work with SUS to audit membership database to ensure that the most current contact information for all members is in place to prepare for eliminating IRIS. This will be put on hold pending the new website with Rural Water Impact which will have its own database for member data.
  - g. Pilar took action to look for a less expensive firm to do our 990 return. Still working to identify firm - no replies so far.
11. Adjourn at 12:45 p.m. Motion to adjourn by Pilar Chiodo, seconded by Sig Sereno, all approved.