

Double Horn Creek Water Supply Corporation

Minutes of Meeting of Board of Directors
2:00 p.m. at 103 Vista View Trail, Suite 100, Double Horn, TX
July 22, 2025

Meeting called to order at 2:03 p.m.

- ❖ Curtis Raetz, President
- ❖ Sig Sereno, Vice President
- ❖ Pilar Chiodo, Secretary/Treasurer
- ❖ Roger Trejo, Director
- ❖ Harry Brunner, Member
- ❖ Cindy Polluconi, Member
- ❖ David Reddrop, Member
- ❖ Lynne Reddrop, Member
- ❖ Burt Meador, Member
- ❖ Ed Coleman, Member
- ❖ Cathy Sereno, Member
- ❖ 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 June 30, 2025 Meeting Draft Minutes. Motion to approve the minutes by Roger Trejo, seconded by Sig Sereno, all approved.
3. Member and Public Comments: Ed Coleman recognized Roger Trejo for the work he has done in highlighting the issue(s) with well number three for almost two years. Roger has used his skills and professional experience to communicate the fragility of the well to all members. It is apparent that well number three is broken and we are now moving forward to do something about it.
4. Confirm Next Meeting Date/Time. Next meeting date scheduled for Tuesday, August 26, 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, Operating Metrics, Well Management.
 - i. Two new Metron-Farnier meters have been ordered for the water plant: a 3" meter and a 4" meter. The meters will be installed as soon as they arrive and will hopefully improve our monthly water metrics.
 - ii. We have hired FloodMark Engineering to guide us through the process of Phase I which is sighting and drilling two exploratory test wells in the area to determine if we can strike water for a new well.
 - iii. Due to the recent rains Curtis Jeffrey recommended that the bulk water deliveries be changed from five to four trucks per day. After discussion between board members and members in the audience it was decided to leave the deliveries as is until a geologist that we hire has time to review the data and make a recommendation.
 - iv. Curtis Jeffrey recommended that we keep our drought stage at Stage IV. The board agreed to wait until the Central Texas Groundwater Conservation District (CTGCD) holds their meeting on Monday, July 28, 2025 to determine if they change their drought stage for Burnet County. We will likely follow their lead at the next board meeting.
 - v. Member had question about the quality of our water since Marble Falls had gone on a boil notice after the heavy rains. Since our bulk water comes from the West Travis County Public Utility Agency we were never impacted by the Marble Falls water quality.
 - vi. Curtis Jeffrey contacted Hurst Creek to determine how they handle faulty Metron-Farnier meters. Bottom line is they have some backup meters on the shelf and replace them as necessary. Pilar suggested that we take action on the meters that are currently not reading, even if it means purchasing new meters, replacing the bad ones, and then processing the returns through their Return Material Authorization (RMA) since they are still under warranty.
 - vii. Operating metrics have been published but they are not as accurate as desired. The new Metron-Farnier meters ordered for the plant will correct this problem.
- b. Joint City of Double Horn, Double Horn Improvement Association, and DHCWSC Water Conservation Partnership. Eleven residents have taken advantage of the WaterSmart Rebate program. Two thousand one hundred and fifty-four dollars have been disbursed and there is still seven thousand eight hundred and forty dollars available.

- c. DHCWSC.org Website Transition to Rural Water Impact Website Service. The new DHCWSC website with Rural Water Impact is ready and Laura Rathe and the other board members have previewed it. Although it is still being populated with archival data, it is ready to go live. Feedback was positive with a few minor modifications. A text message to all members will be sent out this week informing them of the new website and the GoDaddy website will be shut down.
 - d. Capital Improvement Planning (CIP). Still trying to coordinate a plant visit with Curtis Jeffrey to perform a physical inventory. David Reddrop said that approximately six years ago he developed a financial review with Ron and Pam Link and produced a consolidated financial statement. Also spent time putting together a list of fixed assets at the time including service dates and assigned values. He said he will look for the file in his archives.
 - e. Figure Water Security Project Update, Including FloodMark Engineering Contract.
 - i. We have FloodMark Engineering under contract and they will come for a site visit on July 23, 2025. A tour of the water plant and a walk to the potential well sites are also scheduled. Jason Ferguson, Project Manager/Partner with FloodMark Engineering, has prepared a Request for Proposal (RFP) and Request for Quote (RFQ) for a geologist to come on board. He will send it out to a handful of geologists he has worked with in the past.
 - ii. Curtis Raetz talked with Viviana Ortiz of Water Finance Exchange (WFX) and she has made a request for financial data. Pilar to begin sending her the data next week.
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. Audit Plan and Preparations for New Well Funding Request(s). Pilar received a list of three accounting firms recommended by Charity Taber at Oliver, Rainey and Wojtek (ORW) for the financial audit; these firms will be contacted. With regard to the 990 tax return, Pilar reached out to various accounting firms and they are either not taking on new clients, no longer filing 990s, or not returning phone calls. Burt Meador stated that the price we are paying for the 990 is a bargain price and we will likely not find a firm that is less expensive. Based on his input we will continue with ORW.
 - b. Sign Checks/Invoices for Spicewood Utility Services, ORW, Lone Star Bulk Water, and Ripple Bulk Water Delivery.

- c. Review Bank Statements, Income Statement and Balance Sheet, and Reserve and Operations Accounts Review and Transfer (if needed). Everything in order, no need to move money from reserve to operations.
 - d. Review Director's and SUS End-Of-Month Reports. No issues to discuss.
- 8. Current Activity and Priority Planning. Future water security, well rehabilitation, and succession plan for Curtis Raetz.
- 9. Other Business Properly Brought Before the Meeting. Ed Coleman proposed that a member of the board take on the new water project now so they can get up to speed on it since Curtis Raetz is leaving at the end of the year. Curtis Raetz said that he will take the action item to work his succession plan.
- 10. Review Past and Current Action Items
 - a. Curtis Jeffrey to install new Metron-Farnier meters at the plant upon their arrival.
 - b. Curtis Raetz to work on the new water project and overall board succession plan.
 - c. Pilar to transition the DHCWSC website to the new platform and announce it via text to all members.
 - d. Curtis Jeffrey to get water flowing at the West Trail entrance meter for DHIA use. This action has been put on hold due to the current drought stage.
 - e. Pilar to begin work to replace the IRIS notification system with the new website alert system.
- 11. Adjourn at 3:15 p.m. Motion to adjourn by Curtis Raetz, seconded by Sig Sereno, all approved.