

MEETING MINUTES
Cypress Cove Water Supply Corporation Spring Branch, TX 78070

BOARD OF DIRECTORS MEETING- October 10th, 2023

In accordance with Chapter 551 of the Texas Government Code, notice is hereby given to the public that the Board of Directors for the CYPRESS COVE WATER SUPPLY CORPORATION shall hold a meeting on **Tuesday, October 10th at 6:30 p.m., at the Cypress Cove Civic Center, 3686 Tanglewood Trail, Spring Branch, Texas 78070.** The Board may take action on any of the items posted below. Action cannot be taken on individual citizen or customer communications or Board member items unless the matter was continued from a previous meeting or is individually listed below.

Attendance – Board Members → Mike, Shannon, Travis, Austen

Non-board members → Angie, Randal, John Ferguson, Laura, Marty Giblin

AGENDA-

- 1) Call to order and Open Meeting – Mike

6:31pm

- 2) Public input to any current agenda item: questions, comments and constructive suggestions are welcome for limited time frame. If subject is not on current agenda, board can't discuss, otherwise it can be added to future agenda if approved.

none

- 3) Review & Approve September 12th monthly meeting minutes.

Motion to accept – Travis

Second – Austen

All in favor – yes

- 4) Review Financial Reports & Budget – Shannon

Mike – on balance sheet, looks like we have a bunch of motors but we don't; we have 4 on order and 2 parts make 1 motor; the book keeper will fix this

Motion to accept – Travis

Second – Austen

All in favor – yes

NEW BUSINESS

- 5) Utility Manager Report _ Randal

On 10/10/2023, I was checking on and saw a bobcat digging and he's digging his driveway on top of our pipes.

Concern is that they are building a shop and might have heavy equipment. We need a sleeve put in place to protect the pipes.

I heard that's going to be a charge for the swimming pool, which can impact our decision to keep the ccma rates as residential and not commercial.

Travis – let's take this under advisement and leave it for now.

- 6) Office Manager Report – Angie

nothing

7) President's Report – Mike

a) Discuss Overbrook Lane “Y” pipe in the road issue

Everything is in good shape. Then they were putting in a ** and hit our pipe. Rather than being a **, it's an elbow. Write a letter to owner that we would pay for (be responsible for) concrete repair of their driveway if/when we need to dig up and repair pipe.

Motion to “Write a letter to owner that we would pay for (be responsible for) concrete repair of their driveway if/when we need to dig up and repair pipe.” – Travis

Second – Austen

All in favor – yes

b) Discuss additional hours Office admin, USPS issues

Angie – I just put in 4 to 5 extra hours b/c there's been issues with the post office and how I send out bills. USPS they informed us that in 2024 they are no longer allowing that. Now I have to do all this before mailing the bills. They have a contingency that, if there's a power outage, then they will do the work.

Mike – I brought up compensating her for these extra hours.

Randal – will the UPS by the DG do this? Let's look into it and see what the cost is.

Laura – would it be more cost effective to buy stamps and stamp them?

Motion to pay Angie overtime for the extra 5 hours – Austen

Second – Travis

All in favor – yes

c) Others

Mike spent about \$15k to buy a 6” valve balloon (line stop) that has to be custom made. It is supposed to be in sometime this week.

OLD BUSINESS

8) Update on status for acquisition of Deed for 180 Tanglewood Trail Ct.

We agreed with the new wording and he is now filing the deed.

9) Update on re-platting of lots. 6154 Tanglewood Trail 1046 & 1034 Bob White lots for tax exemption purpose.

They are now re-platted and we won't be paying taxes on these properties.

10) Public input: questions, comments and constructive suggestions are welcome. If subject is not on current agenda, board can't discuss, otherwise it can be added to future agenda if approved.

CCWSC has a new Facebook page.

11) Set date for next meeting.

November 14, 2023

12) Close and adjourn.

7:21pm

The Board of Directors may retire to executive session regarding any matter listed on the agenda at any time between the meeting's opening and adjournment for the purpose of consultation with legal counsel pursuant to Chapter 551.071 of the Texas Government Code; discussion of personnel matters pursuant to Chapter 551.074 of the Texas Government Code; and/or real estate acquisition pursuant to Chapter 551.072 of the Texas Government Code. Action, if any, will be taken in open session.