

**PUBLIC NOTICE**  
**Cypress Cove Water Supply Corporation Spring Branch, TX 78070**

**MINUTES**

**BOARD OF DIRECTORS MEETING October 12, 2021**

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 12<sup>th</sup>, at 6:30 p.m., immediately following the Annual Members' Meeting, at the Cypress Cove Civic**

**Center, 3674 Tanglewood Trail, Spring Branch, Texas 78070 AND via Zoom**

**Meeting:** <https://zoom.us/j/95054554487?pwd=anp4TWVYeFBGMHNzV08yTFBtNFg1dz09> 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.

**AGENDA**

1. Call to order and Open Meeting - Mike  
**6:33pm**
2. Public input to any current agenda item: 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.

**None**

3. Review & Approve September 14<sup>th</sup> meeting minutes.

**Motion – Dan    Second – Austen    All – yes**

4. Review Financial Reports & Budget – Shannon

**Motion – Robin                      Second – Dan                      All – yes**

**NEW BUSINESS**

5. President's Report – Mike
  - a. Discuss recently finished projects or other upcoming projects.  
**See Brent's email**
  - b. Discuss Campgrounds' insurance claim for damage caused 9/20/2021.  
**Campground accepts responsibility**  
**Insurance agrees and claim is in review**

- c. Discuss, review, and approve Rebecca Creek campgrounds non-standard application (see attached), and if approved, corporation's response must include timeframe requested services can be provided in, costs for which applicant will be responsible, including acquisition of capital improvements, professional fees, easements, and anything else deemed necessary. Provide this info to CCWSC office manager so approval letter can be prepared to owner of campgrounds.

**Motion – Shannon      Second – Robin      All in favor – yes**

**\*\* it is approved only upon receipt of ALL requested items in the application, including the new survey being done by their septic engineer, which is not yet completed.**

- d. Discuss & approve compensation to president for above and beyond presidential duties performed (President cannot be a part of vote)

**Motion to pay President max of \$5000 – Robin      Second – Dan      All – yes**

**Motion to pay in a lump sum at Dec mtg – Dan      Second – Robin      All – yes**

6. Water Operator Report – Brent

- a. Project list update

**See Brent's email**

7. Utility Manager Report \_ Randal

**Land swap and fields – still in the works; don't know of a close date**

**Red shed (record retention) – condemned by CCMA because of rats**

**Move our records to the CCWSC building (former fire station)**

**Contingency – look into Mike possibly being a consultant when he "retires"**

8. Office Manager Report – Angie

- a. Request board to discuss and approve plan for upgrades on Overbrook Ln. due to 12 taps and soon to be more, on a 2" water line. Max of 10 allowed on a 2" line. Record plans in minutes so office has record what plans are.

**We need to do a street cut to accommodate the other vacant lots on future builds to come into compliance, instead of replacing all the 1" lines.**

- b. Observation of declines in income from taps/capitalization fees since July.

**OLD BUSINESS**

9. Tabled from September, Discuss Well #5 status with VFD

**DONE**

10. Tabled from previous meetings and ongoing: Review pending status of Terms of Fire Station property agreement with Mr. Guy Anderson, w Purchase price at \$72k, w \$5k down, and \$1400 per mo. for 4 years.

**DONE!!**

11. Review Mike's follow up w status of 180 Sunnyside Ct. insurance claim/EMC not covering work done under rd. since not on original claim?

**DONE**

12. Review Mike's follow up w status of claim for 180 Tanglewood Trl. Ct. stolen property

**TABLED**

13. 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.

**Victor F., new resident joined on**

14. Set date for next meeting

**Nov 8, 2021**

15. Close and adjourn.

**Motion to adjourn – Dan**

**Second – Robin**

**All – yes**

**7:16pm**

*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.*

**From:** brent crocker <brentcrocker@yahoo.com>  
**Sent:** Tuesday, October 12, 2021 4:23 PM  
**To:** Michael Vorhis; Angelyn Price; Randal; Robin Lutts; Daniel.Dionne@igt.com; Shannon C  
**Subject:** Water Works and Construction LLC Monthly report

This last month Water Works and Construction LLC completed

We took monthly bacteria samples all good

With the help of Mike , Ranch water plant got a New window unit AC to help prolong pump life and have started to install installation

The 3in tie in on Tanglewood and pressure tested it and took bacteria samples just waiting on results After that we will tap new lines and backfill

With the help of Angie and Randall and Mike We were able to locate and fixed 5 main leaks

- \*1 in Rv park -6in
- \*2 on Rosewood -4in and 3in
- \*1 on Burning Tree- 6in
- \*Cedar grove-4in

We got our yearly TCEQ Samples taken and waiting on results

We where able to hire help and jack hammer down Winding Creek new 6in Water line Trench

We started on Winding creek and will put the first Hundred feet in this week and start to cover the first Bore pit this week and keep going

We fixed a Big leak in the RV park and help maintained the generator and repair projects With the help of Mike and Robin volunteering there time we got it back up and operating in 1 day and able to operate until final repair

We helped with well 5 pump and generator to fill plant 5

We located lines for PEC

Did a couple of Meter Replacement and meter box/lid

Flushed dead end mains

Thank you  
Brent Crocker  
Owner/ Operator  
Water Works & Construction LLC  
830-312-2097