

MINUTES

Cypress Cove Water Supply Corporation Spring Branch, TX 78070

BOARD OF DIRECTORS MEETING March 9, 2021

Minutes of regular monthly meeting held immediately after Annual Members' meeting.

Present: Mike, Robin, Daniel, Austin, Angie, Shannon, Randal

1. Call to order and Open Meeting - Michael

6:45PM

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 February 1st and February 9th meeting minutes

Feb 1: Motion – Robin Second – Dan All in favor – yes

Feb 9: Motion – Robin Second – Dan All in favor – yes

4. Review Financial Reports & Budget – Shannon

Motion to accept – Dan Second – Robin All in favor – yes

NEW BUSINESS

5. President's Report – Mike

- a. Discuss recently finished projects or other upcoming projects

Done in earlier session

- b. Discuss and approve Rd. bore under driveway option for 1400' Winding Creek Trail pipe replacement project, estimated boring to cost \$44k, in addition to costs of labor and supplies

Need to postpone 1400 feet because we need to take care of pressure tank

Motion – Robin Second – Dan All in favor – yes

- c. Discuss and approve Tariff Wording>Backflow device >Sec. G. Rates and Fees #3

Motion to delete G3 – Robin Second – Dan All in favor – yes

6. Water Operator Report – Brent

- a. Project list update

Attached letter from Brent

7. Utility Manager Report _ Randal

Cypress Watershed off the HOA facebook page. Now only on CCWSC facebook page and website.

Phone – can forward calls to Brent's company from weekend calls; no one answers calls from 5pm to 9pm and those calls need to forward to Angie's office phone; Randal takes calls starting at 9pm

8. Office Manager Report – Angie

- a. Discuss legalities concerning handling customer complaints for affordability of rate increase.

Email from lawyer explaining the proper wording to customers

Payment plans is a case-by-case basis; customer basically needs to pay in full

Motion to require new builds to install a check valve – Robin Second – Dan All in favor – yes

OLD BUSINESS

9. Tabled from Oct. meeting, PPP Loan Forgiveness update_ Angie

Done

10. Review company truck payoff and title/registration transfer_ Mike

Sold to Brent for overtime payment

11. Review and approve what tap costs should be for builder at 2540 & 2550 Tanglewood Trail, where pipe does not currently exist.

Tabled. We charge contractors for bringing pipe to property. Charge 5k each, for "Taps" portion alone, to applicants, not including other fees on invoicing.

12. Terms of Fire Station property purchase agreement with Mr. Anderson, pending meeting w/attorney_ Mike

Waiting for Guy Anderson

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.

None

14. Set date for next meeting: April 13

Done

15. Close and adjourn.

7:59PM

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.