

**Meeting Minutes
Cypress Cove Water Supply Corporation Spring Branch, TX
78070**

BOARD OF DIRECTORS MEETING- December 12th, 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, December 12th 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, Dan

Non-board Members → Angie, Marty, Mary Barr-Gilbert, Lea Lutts, Laura

AGENDA-

- 1) Call to order and Open Meeting – Mike

6:30pm

- 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 November 14th monthly meeting minutes.

Motion to accept – Shannon

Second – Dan

All in Favor – yes

- 4) Review Financial Reports & Budget

Motion to have a monthly detail of the CCWSC's CD interest on the Financial Reports, which will require Angie to have access to the account – Dan

Second – Shannon

All in favor – yes

Motion to accept Financial Reports – Dan

Second – Shannon

All in Favor – yes

NEW BUSINESS

- 5) Member, Mary Barr-Gilbert to discuss the 30 TAC §290.44(c) requirements for minimum waterline sizes relative to number of residents on Twin Lake Trail

“Water line on twin lake trail is not in compliance with code. There are 14 houses and two lots are for sale. We on TLT don't want to see any more homes on that water line until it is brought up to code. “

Mike → things are still in process; we are 4 houses over; everyone is 30+ psi. Before we can upgrade, we need the bigger motors which have just arrived. We still need four more motors for the subdivision. Then we can start. Right now we have a list of “hot” items that need to be

completed first. Once we get the right motors in, we can start the process of street cutting, etc. Hoping to start by mid 2024 and be completed by the end of the year. We need to get with the 6 other homeowners and discuss how their concrete driveways will be cut, first.

- 6) Member, Charles Miller to discuss CRRC program/ assistance with his water bill
Did not show up.

- 7) Utility Manager Report _ Randal

- **Two months ago I sent Mike a list of ideas for our company to have → large inflatable garage to put over work sites so M is not working in the elements; a solar/lithium battery working “thing” to allow tools to still work even when power is out (battery bank).**
 - **Randal still recommends getting these.**

**Motion to approve buying these items and spending no more than \$4000 for both – Shannon
Second – Dan
All in favor – yes**

- 8) Office Manager Report – Angie

- a) Review upcoming election procedures, choose election auditor if possible (to include in election notice)

Dan and Travis positions are up for election. Angie needs to mail out notices to the community next week. She will post the notice on the CCWSC website by Dec 19, and Shannon will post on our FB page. Shannon is recommended as the Credentials Committee Chair since her position is not up for election.

- 9) President’s Report – Mike

- **Depending on the rain tomorrow, PEC will cut the power at North so Mike can reside and rehang and rewire the main power.**
- **New motor at Bob White and campground. 5 has its first one that needs to be dropped off.**
- **Bunch of supplies have come in**
- **3pm meeting on Wed with TCEQ and would like Angie to be there, as well**
- **The new EEP, TCEQ wants a copy of our permits**
- **Black iron pipe is in**
- **Budget → we are under by about \$100k, or so. Mike spent about \$84k on new back-up generators that are not proprietary. This does not include the crane. One is propane and one is diesel.**
- **Need to call generac in morning to get refund on parts that don’t work.**

- 10) Discuss Christmas bonuses/gift cards to contractors/employees.

**Motion to buy a VISA gift card for Jerel, Randal, Mike, and Angie – Shannon
Second – Dan
All in favor – yes**

OLD BUSINESS

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

It is filed and the county should be sending us a copy. He is going to scan it and send it to us while we are waiting for the county.

12) 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.

Leah → thank you for the credit.

13) Set date for next meeting.

January 9, 2024 at 6:30pm

14) Close and adjourn.

8:01pm

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

