

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

BOARD OF DIRECTORS MEETING- December 18<sup>th</sup>, 2024

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 **Wednesday, December 18<sup>th</sup>, at 6:30pm 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.

Board Member Attendance → Mike, Dan, Travis, Marty, Shannon

Non-board Members → Angie

**AGENDA-**

- 1) Call to order and Open Meeting – Mike  
**6:36pm**
  
- 2) Representative from Rebecca Creek Campgrounds to discuss meters and billing.  
**Angie forgot to remove this from the agenda. This issue has been discussed at an earlier meeting.**
  
- 3) Public input to any current agenda item: questions, comments and constructive suggestions are welcome for a limited time frame. If the subject is not on the current agenda, board can't discuss, otherwise it can be added to future agenda if approved.  
**None**
  
- 4) Review & Approve November 21<sup>st</sup> Minutes.  
**Motion to approve – Marty**  
**Second – Travis**  
**All in favor – yes**
  
- 5) Review Financial Reports & Budget  
**No motion of approval required.**

**NEW BUSINESS**

- 6) Office Manager Report – Angie  
**Elections are coming up in March. Mike, Marty, and Shannon are up for reelection.**  
**Mike O'Connor, Travis, and Laura will serve as credentialed committee members.**

**The current Flex Mobile Route Management unit needs to be replaced because the application will no longer be supported and will be obsolete. A new Flex Mobile Route Management unit will cost \$3000. Marty made a motion to purchase the item this budget year.**

**Motion to approve – Marty**

**Second – Travis**  
**All in favor – yes**

**Jerel wants to go to 3 consecutive days for reading the meters due to the increased number of meters to read. The board has agreed with the proposal.**

- 7) President's Report – Mike
  - a. **Closing on the nearly 7 acres of land surrounding wells 1 and 3 has occurred.**
  - b. **Drilling for well #6 will commence on January 13<sup>th</sup>, 2025, utilizing Elite Drilling.**
  - c. **The water line to the ranch has been reburied.**

#### **OLD BUSINESS**

- 8) 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**

- 9) Set date for next meeting.  
**January 15<sup>th</sup>, 2025, at 6:30pm**

- 10) Close and adjourn.  
**7:58pm**

*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.*