

MINUTES

Cypress Cove Water Supply Corporation

Spring Branch, TX 78070

ANNUAL MEMBERS MEETING

March 12, 2019, 6:30 P.M.

1. Call to order and Open Meeting

Elliott provided introduction of Board Members and description of how the Board and CCWSC was formed. Described several important recent activities of the Board such as process to purchase old fire station and purchase of Kubota tractor.

2. Invocation

Invocation by Elliott.

3. President of meeting will announce the presence of a quorum of members.

Quorum present and announced.

4. Since this is the first meeting the previous Member Meeting minutes are not available.

No discussion.

5. Reports

a) Report of board President (Elliott Owen, President)

Discussed expenses and potential liabilities of the blue-flex coatings inside of tanks that have been removed, but continues to be a concern of the Board. TCEQ has required CCWSC to make redundancy upgrades to pumping capacity and provide additional pumping capacity to the system. TCEQ notified CCWSC that the e-coli contamination found in Well #2 needed to be addressed. CCWSC has shut down Well #2 in response. New well sites are being considered for long-term planning. TCEQ inspection in Oct. 2018 required several items that have been responded to. Leak at Well Station #1 needed to be fixed, overgrown grass as several pump stations. New self-contained breathing apparatus (SCBA) is needed to replace antiquated unit currently owned by CCWSC. Tank inspections and meter calibration is an upcoming expense that is needed. Terrel and Waldrop attorneys are on retainer for as-needed services, which was needed due to complaint by local builder. Anticipated 2019 income sheet passed out by Elliott.

b) Auditors report on system finances (Gilead Ziemba, Secretary/Treasurer)

Updated provided by Elliott in President's report.

- c) Engineers report on projects (Gilead Ziemba)

Described recent upgrades to electrical system at Bob White as the first recent priority for reliability. Described the proposed upgrades to the Ranch station as the second priority. Described that work is progressing to get the emergency generators back operational by adding shutoff valves at the generators and piping the regulator vents to a safe location as identified by a Bluesky propane.

- d) Operators report on system's operations and concerns (Julian Gomez)

Provided by Elliott: Julian ordered road crossing material recently. Julian Gomez is the CCWSC Class C water operator.

- 6. Set date for next meeting. (3-10-2020)

Next annual meeting.

- 7. Public input: Comments from Individuals who signed up to speak. Limit of 3 minutes per person, your 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.

Repair made at the end of Eagle Rock road, and the depression from the repair that should be investigated.

Is there a written procedure for how the water system is to be run? There is a plant operations manual for each pump station. List of duties performed by the Office Staff is on record. Board noted that CCWSC is moving away from daily manual manipulation of system valves to balance water levels and system pressure. This is one of the primary objectives of the recent and proposed upgrades to all pump stations to be done with pump and compressor control systems.

- 8. Election Results:

- a) President reads resolution declaring election of unopposed candidate.
- b) President introduces newly elected director and if no objections, declares him as board member to assume the position of directors immediately.
- c) Comments from the newly elected director.

Elliott read the "Resolution Declaring Unopposed Candidates of CCWSC Elected" confirming that Elliott Owen is the elected unopposed candidate. Elliott intends to resign soon after. This will leave the remaining Board to appoint a replacement for the vacant position.

- 9. Closing comments by the President.

The water Board has a lot of work to do but is in a good position to succeed. The CCWSC serves at the behest of the Members.

- 10. Close and adjourn. (Board of Directors Meeting Commences Immediately)

Motion to adjourn by Gordon, second by Erica. Unanimously approved.