

MINUTES

Cypress Cove Water Supply Corporation Spring Branch, TX 78070

MINUTES for the BOARD OF DIRECTORS MEETING March 8th, 2022

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, March 8th, at 6:30 p.m., immediately following the Annual Members' Meeting, at the Cypress Cove Civic Center, 3674 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.

AGENDA

1. Call to order and Open Meeting - Mike
 - a **6:58pm**
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.
 - a **none**
3. Review & Approve February 9th meeting minutes.
 - a **Dan – motion to approve Austen – second All in favor – yes**
4. Review Financial Reports & Budget – Shannon
 - a **See attached**
 - b **Dan – motion to accept Robin – second All in favor – yes**

NEW BUSINESS

5. Board of Directors will appoint new officers' positions, including appointing the Credentials Committee for next election year.
 - a. **Robin – motion to keep positions Austin – second All in favor – yes**
6. President's Report – Mike
 - a. Discuss recently finished projects or other upcoming projects.
 - i **Cleaning Ranch**
 - ii **Winding creek is getting finished**
 - iii **Putting 5 online so pressure vessel at station 1 can be sandblasted**
 - iv **Found a well next to building at Ranch (GUI?)**
7. Water Operator Report – Brent
 - a. Project list update
 - i **Not received**
 - ii **See report from Mike, above**
8. Utility Manager Report _ Randal
 - a. Old business- discuss if able to purchase tools needed.
 - i **None**
9. Office Manager Report – Angie
 - a. Discuss changes on check signers, if any
 - i **Not needed**

- b. **TCEQ well meter calibrations are coming due (needed every 3 years)**
 - i **\$500 for 3 wells was charged last time**
 - ii **Let Brent know when it's scheduled**
- c. **Ordered 18 meters that have check valves built in**
- d. **We may need to look at giving Jerel a raise**
- e. **Tank inspections have been done (pressure vessels) and we're waiting for reports**

OLD BUSINESS

- 10. 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.
 - a **None**
- 11. Update on drop box issue concerning CCMA payments in same box, and status of installation of CCWSC drop box at Cypress Cove Rd. & Tanglewood Trail.
 - a **Mike needs to dig post hole and install drop box**
- 12. Tabled from previous meetings- review board previous decision for campgrounds' semi-annual CSI's which decides base rates (number of connections) subject to change
 - a **25 units at base rates plus usage**
 - b **TCEQ (1 to 1) and PUC (3 to 1)**
 - c **Mike - wait for their septic approval to come in before reassessing**
 - d **Look at their growth every three months**
 - i **Shannon – motion to inspect quarterly Robin – second All in favor – yes**
- 13. Tabled from previous meetings- review approval of campgrounds' application, pending state approval of newly engineered 2021 septic project.
 - a **Their application is still pending approval**
- 14. Set date for next meeting
 - a **April 12, 2022**
- 15. Close and adjourn.
 - a **8:00pm**

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.