

MINUTES
Cypress Cove Water Supply Corporation Spring Branch, TX 78070
BOARD OF DIRECTORS MEETING
August 14, 2019

1. Call to order and Open Meeting

Called to order at 6:35pm. Board members present:

<i>Director:</i>	<i>Gordon Swan</i>	<i>Gilead Ziembra</i>	<i>Walter (Sid) Jones</i>	<i>Shelly Ludwig</i>	<i>Mike Vorhis</i>
<i>Present:</i>	x	x	x	x	x
<i>Absent:</i>					X*

**Mike needed to leave at 7:10pm*

2. Invocation

Invocation by Gilead.

3. Review & Approve July 17 minutes

Motion by Walter, Second by Shelly, All vote YES.

4. Review financial reports

Motion by Shelley to approve report, Second by Walter, all vote YES.

5. President's report

New rate increases to be proposed for the next meeting.

6. Closed session: Discuss and approve hiring of new water operator

Asked Brent Croker to say a few things about himself.

Motion by Gilead to approve hiring Brent at the previously agreed terms, second by Sid. All vote YES.

7. End closed session/Reconvene Open session for any action or vote needed from closed session.

No closed session needed.

8. Water Operator's report

Monthly bacteria samples came back negative. Quarterly report on-time sent in by Angie to TCEQ. Working to perform 3 or 4 taps per month to keep up with development. All back-up generators have been inspected and tested but are in manual mode due to issue of pick-up delay needing to be longer to not kick on every time intermittent outage occurs. Road patches being completed intermittently, but they are better to complete all at once, as we do not have a walk-behind tamper and asphalt needs to be ordered and is better to have multiple done at once. Need to plan for purchase of hot tap set for ~\$1500.

9. Discuss & Approve Loan options w/ CoBank_ Gordon & Gilead, include discussion/approval of 2016 9k CCMA loan balance payoff.

Gordon discussed the potential terms of a \$150K or \$200K loan to be able to do major capital improvements at the Ranch Station without using current working capital. No vote taken on loan options as Co-Bank still needs to propose final options.

Motion that if the loan with Co-Bank is approved to pay off the \$9K with CCMA immediately, if denied, it will be on next agenda. Motion by Gilead, Second by Shelly, all vote YES.

10. Office/Admin report (updates- credit card option-Julian, CSI's, taps, potential need for another meter reader)

Only 7 CSI's left on list, rest will be handled by Brent. Angie will let the independent CSI inspector know. Bank will issue new program to have credit cards from the, which will happen on Sept. 1.

In June 2020, meter reader will be taking another job. Also, number of taps will begin to be too much to handle in a single day. Discussed splitting meters to be read into two days or hiring another reader.

11. Review 1943 Winding Creek Trail water usage/bill dispute by resident

Motion by Shelly to inform the resident that they can file a police report about water theft but must pay the bill. Second by Walter, all vote YES.

12. Discuss pending 5 Street cut repairs

Discussion above.

13. Discuss & Approve invoice amount for 2295 Tanglewood Tap- Gordon

Total cost of extension of line to an undeveloped cul-de-sac is about ~\$5000. Discussed if this should be allowed to be split around the six lots about the cul-de-sac or does the first lot tap bear the cost of the entire extension. If split, Angie would need to keep track of this cost for as long as it takes to build out the last lot.

Motioned by Shelly to have the first builder in to pay for the full extension. Second by Gordon, all vote YES.

14. Discuss purchase of ATV- report from Sid Jones

Sid found a new UTV at a dealer in New Braunfels for \$5500. No vote needed until the loan is approved.

15. Public input: 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.

No public input provided.

16. Set date for next meeting.

September 11th, 2019

17. Close and adjourn.

Motion by Gilead, second by Shelly, all vote YES. Adjourn at 8:01pm.

These minutes are true and accurate to the best of my knowledge:

Gilead R. Ziemba
Secretary/Treasurer
Cypress Cove Water Supply Corp.