

**PUBLIC NOTICE Cypress Cove Water Supply
Corporation Spring Branch, TX 78070**

BOARD OF DIRECTORS MEETING MINUTES

September 8, 2020

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 **September 8th, at 6:30 p.m. at the Cypress Cove Civic Center, 3674 Tanglewood Trail, Spring Branch, Texas 78070 AND via Zoom Meeting:** <https://zoom.us/j/91717539556?pwd=ZkZCZ0pVVkdab0pMaWFYbWFydU1nZz09> **Meeting ID: 917 1753 9556; call in number 1 (346) 248 7799; Password when dialing in: 515037.** 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.

In attendance: Eric, Robin, Mike, Shannon, Angie, Daniel D.

AGENDA

1. Call to order and Open Meeting - Michael

6:31PM

2. Invocation

SKIP

3. 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.

NONE

4. Review & Approve Aug. 11 monthly meeting minutes & Aug. 13 Emergency meeting minutes

8/11 Motion – Eric Second – Robin In favor – all

8/13 Motion – Eric Second – Robin In favor – all

5. Review Financial Reports & Budget – Shannon

a. Kubota Payoff Jan 2021

Angie reported; will double-check the loan amts; two taps processed in Aug, around 5 processed in Sept;

NEW BUSINESS

6. Discuss and approve board member application; Daniel Dionne **to replace** Travis Humphries to finish term **of Sid**

Motion – Eric Second – Robin All favor – all

7. Discuss and approve changes for new President, VP, and Sec./Treasurer roles

a. Discuss and review class terms

VP Mike nominated Robin Motion – Mike Second – Eric In favor – all

P Robin nominated Mike Motion – Robin Second – Dan In favor – all

Sec/Trea Stays the same – Shannon

8. President's Report – **Mike**

a. Pump Test Scheduled for Monday, Aug 10, rescheduled to September 11.

Well #4, down for 36 hours; Angie putting notice on website.

b. Discuss and take action on approving to move forward with implementing automated system to enable us to be more proactive vs reactive preventing low water pressure issues and water outages

Waiting on Mr. Hernandez for a bid, not including their own computer programs;

c. GVTC-Discuss and take action whether to cancel new contract for service at 180 Tanglewood Trail Ct. GVTC's Cancellation fee: \$590.00

Depends on if we keep the building;

Installation was \$290

TABLED until next month

9. Water Operator Report – Pete

a. Project list update

Mike giving report since Pete was not in attendance

All tank inspections done last Friday; need cleaned and waiting for proposal on cost of each tank; all but #5 need painting; motor kicking on at 4-foot drop instead of 1-foot and alternating; a few leaks to fix; contractor has 6-hour min, so we will give him 6 hours of work when he comes out (Donny sends out a crew who are Class C)

10. Office Manager Report – Angie

a. Discuss and take action: who are new check signers.

Current – Shannon and Angie

Remove Shelly Ludwig, Walter Jones

President must – Mike Backup – Daniel

Motion – Eric Second – Robin In favor – all

All check signers – Shannon, Angie, Mike, Daniel

b. Discuss and take action on Tariff, pg. 46, wording and fees under, "Service Trip Fee" section.

TABLED to discuss further at next month's meeting

Possible "Cost + "

OLD BUSINESS

11. Discussions with CCMA – Table until after CCMA Election Process Completed

a. Attorney Fees from Lawsuit

TABLED

12. Fire Station Building- Discuss any action on purchasing the Fire Station @\$60k, contract for deed, \$1000 p/m

Building comes back to CCMA; already owned by neighborhood; water on site; septic - Baker Septic inspected and said it's good

TABLED

13. Discuss and take action on confusion surrounding rate increase, tabled from August meeting.

Mike → \$5 credit to all members who request on or by Sept 11, 2020 by end of business

Motion – Mike

Second – Robin

In favor – all

14. Discuss status of Sale of the company truck-Mike

TABLED

Looking for Class C employee

15. Discuss use of Kubota

If we get an employee

16. 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.

Randall → PRV valve discussion

17. Set date for next monthly meeting: **Oct 13, 2020 at 6:30pm**

18. Close and adjourn.

8:05pm

Motion – Mike

Second - Daniel

In favor – all

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.