

**MINUTES**  
**Cypress Cove Water Supply Corporation**  
**Spring Branch, TX 78070**  
**Location: Cypress Cove Civic Center**  
**Wednesday, 5/09/18, 6:30 PM**

1. Call to order open Meeting

2. **Invocation**

3. **Discuss and approve** minutes from previous meeting

*Motion to approve (Gordon), second (Erica). All vote YES.*

4. **Discuss and approve** debit/credit cards for new bank account.

*Motion (Erica) to have card for Elliott, Gilead, and Angie with a credit limit of \$500. Second (Elliott). All vote YES.*

5. **Discuss** April Financial and System reports (no vote required)

*Loss of water is expected to be due to the overflow of Ranch and Bob White. Robin to contact Gordon to review situation in the field this weekend (expected). No other known loss at this point. Propose evaluating fixing the filling valves with floats and re-assess the loss afterwards.*

6. **Discuss** loan from Cypress Cove Maintenance Association.

*Loan is expected, but no clear date when it is expected to be moved to the CCWS funds from CCMA.*

7. **Discuss** M&S PE Engineering Firm Status.

*Elliott visited last Tuesday the firm and they have asked for the signed agreement to start work on the first phase of assessment – Compliance Assessment.*

*Firm has begun collecting data on existing equipment.*

8. **Discuss** CCWSC Tariff including rates and fees

*Discussed fees and how this affects the expected budget. Reviewed assumptions of budget from Elliott. Discussed ability to modify tariff once in force.*

9. **Discuss** Insurance: transfer from CCWS to CCWSC.

*Erica is working on getting quotes for insurance to include fraud and legal fee coverage for Board members and Angie.*

10. **Review, discuss and consider** list of pending action items (vote on any changes if necessary)

*No discussion. Gilead to send updated list of items to Board.*

11. **Set** date for next meeting

*Gilead suggesting having a separate meeting to discuss tariff only and go line by line so all Board members understand the new tariff. Next date is 5/23/18 at 6:30PM.*

12. **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.

**13. Close and adjourn**