

Meeting Minutes
Cypress Cove Water Supply Corporation
Spring Branch, TX 78070
Location: Cypress Cove Civic Center
11/8/17

1. Open Meeting

Meeting opened at approx.. 6:35 p.m. Motion made by Elliott, second by Erica. All vote YES. Those in attendance were Board members; Elliot Owen, Charles Gilbert, Erica Leadford, and Angie Price; billing secretary

2. Invocation

Invocation by Elliott

3. Discuss and consider minutes from previous meeting

Motion made by Elliot to accept minutes from 10/25/2017 meeting. Erica 2nd the motion. Approved.

4. Update on soliciting applicants for Class C operator

Elliot spoke with 2 interested applicants. One, Julian Gomez, from Seguin, proficient in backhoe, laying pipes, etc. nearing retirement. 2nd applicant works for GBRA, wanting side work/for off days, flexible schedule. 45 yrs. Old. Elliot clarified to interested applicants CCWSC is just considering at this time, not hiring. Brief discussion by Charles questioning about pay for retirement options, sick or vacation time, insurance, etc.

5. Discuss and consider additional SMT Application processes, within 30 days

- a) **Signed contract as evidence that the transaction has been finalized**
- b) **CCWSC must file documentation of the transfer of customer deposits**
- c) **Sworn affidavit explaining the disposition of customer deposits.**

Charles made a motion to table the SMT application process until March 2018 meeting, since it is to be for 30 days prior, not 30 days before. Erica 2nd the motion. Passed.

6. Discuss and consider new Tariff for CCWSC

Discussion on Drought Contingency Plan, Equity Buy-In Fee, average cost per meter, proposed rates in general and whether to give a ball park figure prior to rate changes. Charles expressed concern about letting residents know in advance of rate changes approx. how much in case questions arise, so they will know what to expect. Angie asked questions about some wording in the proposed tariff, but Elliot confirmed the main reason to turn the Tariff in now is for the rates to be accurate, and there will be more opportunity for discussion later, on any specific changes to wording as well as rates, once the SMT and current tariff is approved. Motion made Charles to submit this proposed CCWSC Tariff to PUC for approval. Erica 2nd the motion. Approved.

7. Discuss CCWS leak repairs

Tabled until next meeting.

8. Set date for next meeting

Next meeting will be Dec. 13th.

9. Public input: Limit of 3 minutes per person

10. Close and adjourn

Motion made by Erica to adjourn meeting. Charles 2nd the motion. Meeting adjourned approx. 7:50 p.m.