

MINUTES

Cypress Cove Water Supply Corporation Spring Branch, TX 78070

BOARD OF DIRECTORS MEETING

November 14, 2018, 6:30 P.M.

1. Call to order and Open Meeting

Meeting opened at 6:39pm.

2. Invocation

Invocation by Elliott.

3. Discuss and possible approval of minutes from last monthly meeting (10/10/18).

Gordon motion to approve. Robin seconded. All vote YES.

4. System operations discussion (almost all wiring and controllers at pump stations are undersized for amperage, designed for small horsepower motors not 10 hp currently used.)

Elliott described these issues at the water plants and that future expenses will be needed to upgrade these issues. Ranch Plant is the main focus as it is the most heavily used.

Discussed cost splitting of office resources between CCMA and CCWSC.

Discussed R&R campground water leak/use. Elliott is meeting with the R&R campground owner to discuss the large bill due to large private leak and that the bill will not be forgiven.

5. Discuss options of obtaining a pickup truck or equivalent for water operations.

Board reviewed financials in light of this. Reviewed forecasted expenses and actual income vs. forecasted from 2018 budget. Discussed use of vehicle and if water operator would use the truck for personal use, leave on site each night, or take home at night, etc. Gordon and Gilead both felt it was not appropriate for operator to drive vehicle home at night. Robin agreed that it would be expensive to allow that type of use. Group discussed that Gordon would begin looking for a good used vehicle to possibly leave on site.

6. Review and adjust, if necessary, current rates / fees with respect to anticipated expenses.

Discussed and reviewed rates. All felt that rates appear to be set correctly.

7. Discuss and consider payment to CCMA for use of Civic Center for CCWSC monthly and annual Membership Meeting as well as Julian's daily usage. (12 -15 uses a year for \$300 with additional times at \$25 each, due in November, thereafter July)

Update on item presented by e-mail to Angie: CCMA would like a proposal for what we should propose to them what we should pay. Robin motioned to offer \$300 per year for our use for Julian/helper daily and CCWSC board meetings. Gilead seconded. Vote 3 YES to 1 NO (Gordon voted NO).

8. Discuss and consider online payment options.

Motion by Robin to approve the Texas Regional Bank. Second by Gordon. All vote YES.

9. Discuss and consider CCMA recommendations for drop boxes or options.

Elliott asked that Charles Gilbert present concept of dropbox placement for CCWSC. Gordon motions for CCWSC to prefer and encourage the use of US mail for payments by eliminating the use of dropboxes over the next 4-6 months by starting communication to customers that dropboxes will be eliminated as a method of payment to CCWSC. Gordon also will get on the agenda for the CCMA to speak to them of our intent and encourage them to do the same in an effort to eliminate the cross-payment of CCWSC fees dropped in the CCMA boxes. Gilead seconded. All vote YES.

10. Discuss CCWSC financial reports including Adjustments Report for Oct 2018.

Reviewed under previous agenda item. No further discussion.

11. Closed session for purpose of consideration of Personnel Matters (bonuses) pursuant to Chapter 551.074:

Entered closed session at 8:38pm.

12. Any motion(s) from closed session

Motion to provide bonus for Angie at 3% annual wage (\$1,123.20) and bonus for Julian at \$100 gift card. Motion by Robin, second by Gilead, all vote YES.

13. Set date for next meeting. (12-12-18)

Date accepted.

14. 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.

Present at meeting:

David and Donna Jarzabek – 1884 Tanglewood Trail

Marty

Angie Price – asked for a next agenda item to add CCWSC use of Bob White well station garbage can and is not paying for it. Either need to set up account or stop using.

15. Close and adjourn. Adjourned at 8:52pm.