

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

BOARD OF DIRECTORS MEETING MINUTES
August 11, 2020

In attendance – Shelly, Shannon, Angie, Mike, Travis

AGENDA

1. Call to order and Open Meeting – Shelly
6:34pm
2. Invocation
none
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.
Dub, Debra Burch
4. Review & Approve July 14 monthly meeting minutes
Motion – Shannon Second – Mike All in favor - yes
5. Review Financial Reports & Budget – Shannon
 - a. Kubota Payoff Jan 2021
Done

NEW BUSINESS

6. Discuss and approve board member application; Travis Humphries to finish Walter Jones' term
Motion - Mike Second – Shannon All in favor - yes
7. Charles Gilbert
 - a. Requested to be on the agenda referencing §290.44; Minimum waterline sizes.
Engineer's answer indicated that the size of the pipes is adequate.
****Question for next month from Charles → 4 inch line on Rimrock, does not believe it is 4 inches; is there a way to verify that that is indeed a 4 inch line?**
8. President's Report – Shelly
 - a. Meeting scheduled that was canceled
 - b. Pump Test Scheduled for Monday, Aug 10
Will be rescheduled
 - c. Ranch/Bob White Outages/Boil Notice
 - d. Zone maps/System pump station assignments
Need to be completely verified
 - e. TRWA Complaint
Spoke with person and all is fine now
 - f. Road Cut Repairs Update
Completed
 - g. Workman's Comp Claim Appeal for Brent Crocker
Appeal has been filed
 - h. Brush from lot next to Ranch Station moved to CCWSC property without approval
Spoke with man and he will take care of issue

- i. Volunteer Parliamentarian
9. Water Operator Report – Pete
 - a. Project list update
 10. Office Manager Report – Angie

July → 10 taps paid for and installed; new service applications have also risen

Praising Randall's work

Coordinating with Joe where he will prepare the meters for the contractor to install

Back-up check signer → New = Travis Humphreys; take off Walter Jones

Motion – Shelly Second – Mike All in favor - yes
 11. Discuss and take action on approving to move forward with implementing a SCADA system to enable us to be more proactive vs reactive preventing low water pressure issues and water outages

We will get quotes
 12. Discuss and take action confusion surrounding the date the rate increase was supposed to take effect

Table discussion

Credit to each customer?
 13. Discuss and take action on the needs of the Company and what needs to be done to ensure its success
 - a. Discuss and take action on Billing Clerk Independent Contract status

Angie needs a back-up in case

Post 2 part-time positions for employees

Angie becomes employee and we hire one more

Randall making a speech → allowed this speech this time only

****Hire 2 part time employees and cancel contract**

Motion – Travis Second - Shannon All in favor - yes
 14. Discuss and take action on moving the CCWSC office to the Fire Station
 - a. Septic System Maintenance **Still need to check**

****If system needs to be flushed, can we spend the money?**

Motion – Travis Second – Mike All in favor - yes
 - b. GVTC **Done**

Charles → talking about variance, etc, regarding the CCMA and ACC

Michael will take care of this

OLD BUSINESS

15. Discussions with CCMA – Table until after CCMA Election Process Completed
 - a. Attorney Fees from Lawsuit
16. Fire Station Building - Shelly
 - a. Discuss and take action on purchasing the Fire Station @ \$60k, contract for deed, \$1,000 p/m for 60 months.

Table
17. Update: Discuss and take action on Sale of System – Shelly
 - a. New proposal has not been received from CLWS

Will no longer address
18. Update: Camera Status; unable to view cameras on app – Michael

Done

Need to still get the video available to others

19. Update: Sale of company truck – Michael
Mike’s kid will clean it up and out to get truck ready to post for sale or auction.
20. Update: Upgrading pump station 5 to three-phase – Shelly
\$67,000
Any funding for help? 501C12 is not included in funding
21. 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.
Number of homes that our wells can support?
Max number of connections = 800 meters and we have 530 meters
22. Set date for next monthly meeting: **Sept 8, 2020 at 6:30pm**
23. Close and adjourn.
Motion – Travis Second – Mike All in favor – yes

8:12pm

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.