

**MINUTES FROM THE  
CYPRESS SPRINGS SPECIAL UTILITY DISTRICT  
BOARD MEETING  
January 14, 2025**

**The Cypress Springs Special Utility District** Board of Directors met on Tuesday, February 11, 2025, in the Board Room of the Cypress Springs Special Utility District Office located at 114 FM 115 for their monthly meeting.

**Directors Present:** President Larry Daniel, Vice President Richard Starek, Director Jerry Hammond, Director Brad Sears, Director Rex Tillery, Director Chad Neal, Director Richard Hughes, Director Todd Jagers and Director Neuman Browning, and Director Jack Kemp

**Directors Absent:** Secretary-Treasurer Lloyd Parker

**Also Present:** General Manager Kevin Spence, and Accountant/Bookkeeper Raegan Swann

**Public Attendance Consisted of:** n/a

**Public Comment:** n/a

**President Larry Daniel** asked for a motion and a second to approve consent items. Director Jack Kemp made a motion, seconded by Director Rex Tillery, to accept the Minutes from December 12, 2024, as written, the Treasurer's Report, and Aged Payables/Replenish Petty Cash Checking to \$20,000.00. The motions carried with no dissent.

### **Manager's Reports / Unfinished Business:**

**Manager Kevin Spence** reported ordering the filter media for the East Plant. We are still waiting for the final bids to remove and replace the old media. This would need to be completed before spring and increasing daily demand.

**Manager Kevin Spence** reminded the directors that they have their dinner on Thursday, January 16, 2025, at 6 PM AT Vaughns Catfish.

**Manager Kevin Spence** reported that, as of January, the bills will have a QR code on them to provide quick and convenient access to the bill pay website.

**Manager Kevin Spence** reported that starting in January 2025, the maintenance agreement for Cornersville Water Supply Corporation (WSC) will increase by an additional \$0.45 per truck and employee.

**Manager Kevin Spence** reported that the TexSTAR account is earning more interest than CDs, at 4.37%. Director Brad Sears mentioned possibly increasing the account by summer to increase earnings.

### **Manager's Reports / New Business:**

**Manager Kevin Spence** reported that the 2025 Rural Water Conference will be held in Austin from March 26 to 28, 2025. This year is also Rural Water Day at the State Capitol, where attendees can meet with local and state politicians while exploring the capital. Please inform Jean Sparks about who will attend so she can register you.

**Manager Kevin Spence** reported beginning the Capital Improvement Plan. The latitudes and longitudes of our meter locations have been sent to Hayes Engineering for incorporation into our mapping program. This will help us identify overloaded lines and determine where we need to focus our funds and efforts.

**Manager Kevin Spence** reported the office has been experiencing issues with the onsite backup servers. After discussing these problems with Network Technology, we agreed that switching to a cloud-based backup and email server service would be the best solution. Network Technology will provide this cloud-based backup service for an annual fee. Also, currently, we pay \$150.00 per hour for their services on an as-needed basis; however, by pre-purchasing 100 hours, we reduced the rate to \$115.00 per hour. These 100 hours will not expire. We took 3 years to use the last 100 hours that was purchased.

**Other Business That May Arise:**

**There being** no further business, Vice President Richard Starek made a motion, seconded by Director Jack Kemp, to adjourn the meeting at 6:30 PM. The motion carried with no dissent.

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**Approved**

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**Date**