

**MINUTES FROM THE
CYPRESS SPRINGS SPECIAL UTILITY DISTRICT
BOARD MEETING
February 11, 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, Secretary-Treasurer Lloyd Parker, Director Jerry Hammond, Director Brad Sears, Director Rex Tillery, Director Chad Neal, Director Richard Hughes, Director Todd Jagers, Director Neuman Browning, and Director Jack Kemp

Directors Absent: n/a

Also Present: Kevin Spence and Jean Sparks

Public Attendance Consisted of: Carolyn Tillery, William Grammer and Larry Crow

Public Comment: Mr. Grammer expressed his frustration about a dead tree in his yard. He stated that the line was not installed in the designated ditch area during a line extension project. Instead, it went around the tree, ultimately causing it to die. He requests reimbursement for the tree and to have his service reinstated. Mr. Crow, Mr. Grammer's neighbor, supported his claim and mentioned an old water line in his yard about 60 feet in, but the new line was run in the ditch line.

Invocation: Vice President Richard Starek

***President Larry Daniel** read the Oath of Office for Lloyd Parker, Neuman Browning, and Rex Tillery. Reported all Oaths of Office were done, making Lloyd Parker, Neuman Browning, and Rex Tillery re-elected.

***Manager Kevin Spence** then asked for nominations for President, Vice President, and Secretary-Treasurer Officers. After the discussion, Director Chad Neal made a motion, seconded by Director Brad Sears, to keep all current Officers as President Larry Daniel, Secretary-Treasurer Lloyd Parker, and Vice President Richard Starek. The motions carried with no dissents.

President Larry Daniel asked for a motion and a second to approve consent items. Director Jack Kemp made a motion, seconded by Director Brad Sears, to accept the Minutes from January 14, 2025, 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 the SCADA system upgrades for the North Plant are scheduled to be installed this month. The delay was caused by workforce limitations and the expertise required to build the components.

Manager Kevin Spence reported that the filter media had been ordered for the East Plant and would be completed by March.

Manager Kevin Spence reported that the software updates have been completed and are now working on resolving any remaining issues.

Manager Kevin Spence reported that the brochure for the Rural Water Conference in Austin had been sent out. There will be much walking on Capital Day, but meeting with local representatives while exploring the Capital will be productive. A preliminary list of house bills to monitor as we await the final drafts includes H.B. 1318 regarding Certificate of Convenience and Necessity (CCN), H.B. 391 concerning Open Government related to board of director's meetings, H.B. 638 regarding Open Government on open meetings, and H.B. 310 concerning the Texas Water Fund.

Manager Kevin Spence reported that under the Quick Pay section of the payment portal, you can now search for several different ways to find the account to pay. If you choose to keep the search criteria available, all information will be shown, and you can select multiple accounts to pay in one transaction, paying only one fee. The other option is to limit the search. You can only pay one account at a time using the account number. There will be a fee for each transaction if you have multiple accounts. After discussion, the portal will remain as it is now, but we will continue to look for ways to access it and limit the amount customers are charged per transaction.

Manager Kevin Spence reported that Cornersville Water Supply Corporation (WSC) had requested a quote to upgrade a 1 ¼” water line to a larger line to set one meter and alleviate volume issues in the area. The estimated length is around 8,000 feet, and construction costs alone would be around \$32,000 plus material. Otherwise, it was a routine month.

Manager Kevin Spence reported that the TexSTAR account exceeded expectations, with an average rate of 4.3896% for January.

Manager Kevin Spence reported no updates on the Rural Development Grant Loan.

Manager Kevin Spence reported the 1995 Ditch Witch 5110 has been repeatedly repaired and rebuilt. It needs an entire back attachment, but one is unavailable due to age. The plan is to replace parts with another until a new one can be obtained.

Manager Kevin Spence reported We are obtaining bids for a ½ ton truck to replace a 2019 model that is currently down and has been undergoing repairs for the past year.

Manager Kevin Spence reported: In January, I met with Dana Reeves, the manager of the Franklin County Water District, to express concern about the additional cost of a \$40,000 per year rate increase. I plan to meet with him quarterly.

Manager Kevin Spence reported that, as of today, we have 1,841 Kamstrup meters installed. Next Wednesday, February 19, 2025, several Ferguson representatives will visit us to evaluate our current situation and hopefully improve the read rate.

Manager’s Reports / New Business:

Manager Kevin Spence reported that the TRWA Rural Water Conference will be held from March 25th to 28th in Austin. A delegate and an alternate delegate need to be appointed. President Larry Daniel appointed Director Neuman Browning as a Delegate, and Secretary-Treasurer Lloyd Parker was appointed as Alternate Delegate.

Other Business That May Arise:

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

Approved _____

Date _____