

**MINUTES FROM THE
CYPRESS SPRINGS SPECIAL UTILITY DISTRICT
BOARD MEETING
October 8, 2024**

The Cypress Springs Special Utility District Board of Directors met on Tuesday, October 8, 2024, in the Board Room of the Cypress Springs Special Utility District Office 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 Neuman Browning, Director Chad Neal, Director Todd Jagers, and Director Jack Kemp

Directors Absent: Director Richard Hughes and Director Rex Tillery

Also Present: General Manager Kevin Spence and Office Manager Jean Sparks

Public Attendance Consisted of: Mike Rambin

Public Comment: n/a

Invocation: Vice President Richard Starek

President Larry Daniel asked for a motion and a second to approve consent items. Director Jack Kemp made a motion, seconded by Director Jerry Hammond, to accept the Minutes from September 10, 2024, as written, the Treasurer's Report, and Aged Payables/replenish petty cash checking to \$20,000.00. The motion carried with no dissent.

Manager's Reports / Unfinished Business:

Manager Kevin Spence reported the new SCADA system for the North Plant from Bloc Design has been delayed due to manufacturing issues. It is expected to arrive by October.

Manager Kevin Spence reported that Dave's Parking Stripes re-striped the office parking lot.

Manager Kevin Spence reported the well pump in Cornersville WSC failed, and the warranty was denied because they did not replace it when they replaced the motor. Otherwise, it was a standard maintenance month.

Manager Kevin Spence reported that the account was opened with TexSTAR. President Larry Daniel signed the document authorizing bookkeeper Raegan Swann to have access to the account for accounting purposes.

Manager Kevin Spence reported After speaking with Stan from Hayes Engineering, was informed that the contractors who handle plant expansions as large as ours are currently backlogged for four years. Hopefully, these delays will help lower material costs.

Manager Kevin Spence reported an additional handheld device has been purchased to read the Kamstrup meters that are not communicating with the collectors. Kamstrup representatives are researching the optimal location for installing the newest collector to maximize the collection of data.

Manager Kevin Spence discussed employee hourly rates and the strategies other companies are using to recruit current employees. The job market has changed, making it difficult for us to hire anyone at our current wage offerings. To meet the wage demands being requested, we would need to implement company-wide raises. Both Director Chad Neal and Secretary-Treasurer Lloyd Parker emphasized the importance of being proactive in retaining our current employees, suggesting that we shouldn't wait until the end of the year to consider additional raises. Kevin was given the authority to determine what additional raises could be allocated for each employee prior to next year's budget meeting.

Manager's Reports / New Business:

President Larry Daniel asked the board to appoint members for the committees overseeing the 2024 audit, the 2025 budget, and the 2025 administrative and district service policies. Director Neuman Browning made a motion, and Director Todd Jagers seconded to retain the same committee members as last year. This includes Secretary-Treasurer Lloyd Parker, Vice President Richard Starek, and Director Jerry Hammond, with Director Richard Hughes as the alternate. The motion was carried with no dissent.

Manager Kevin Spence requested the December 2024 board meeting be moved to Thursday. After discussion, the board directors agreed to move the December meeting. Director Chad Neal made a motion and was seconded by Director Todd Jagers to move the December 10, 2024, board meeting to Thursday, December 12, 2024, allowing the committee members to meet on November 14, 2024, at 9:00 a.m. and on December 10, 2024, at 9:00 a.m. The motion carried with no dissent.

Manager Kevin Spence reported District 11's meeting will be held on October 23, 2024, from 10:00 a.m. to 2:00 p.m. at The Wild Flower in Emory. If you plan to attend, please inform Jean Sparks; she will need to register all attendees.

Manager Kevin Spence reported The Lead and Copper Rural Revisions (LCRR) require an inventory list identifying service lines for both the CSSUD and the customer side, which is due by October 16, 2024. We have been collecting this information for approximately two years and storing it in our CUSI billing system. However, extracting the information from CUSI in the required format for submission to the TCEQ has proven to be challenging. Many water companies are turning to 120Water, which has partnered with TCEQ, for assistance with this process. 120Water collaborates with local counties and state agencies to research and collect the necessary information for each home. This service comes with an annual cost, and we will reevaluate its necessity for the following year.

Manager Kevin Spence reported that the current Drought Contingency Plan needs to be approved. Director Neuman Browning made a motion, seconded by Vice President Richard Starek, to adopt the revised April 2024 Drought Contingency Plan by Resolution Number 108202. There was no public input.

Manager Kevin Spence reported if any director would like a copy of the newly published Marvin Nichols Feasibility Study, released on September 16, 2024, please let him know so he can email it to you. Secretary-Treasurer Lloyd Parker also mentioned a significant article in the Dallas Morning News regarding the public meeting in Arlington about the Marvin Nichols Reservoir.

There being no further business, Director Neuman Browning made a motion, and Director Chad Neal Director Rex Tillery seconded it, to adjourn the meeting at 6:30 p.m. The motion carried with no dissent.

Approved

Date