

**MINUTES FROM THE
CYPRESS SPRINGS SPECIAL UTILITY DISTRICT
BOARD MEETING
November 9, 2021**

The Cypress Springs Special Utility District Board of Directors met Tuesday, November 9, 2021 in the Board Room of the Cypress Springs Special Utility District Office located at 114 FM 115 for their monthly meeting.

Director's Present: President Neuman Browning, Vice President Larry Daniel, Secretary Treasurer Lloyd Parker, Director Richard Starek, Director Jack Kemp, Director Jerry Hammond, Director Rex Tillery, Director Todd Jagers, Director Richard Hughes and Director Chad Neal

Director's Absent: n/a

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

Invocation Given by Secretary Treasurer Lloyd Parker

President Neuman Browning asked if everyone had read the Minutes from the October 12, 2021 Board Meeting. After reviewing the Minutes, a motion was made by Director Rex Tillery and seconded by Director Richard Starek to approve the Minutes from October 12, 2021 as written. Motion carried with no dissent.

President Neuman Browning asked if the Board had reviewed the Treasurer's Report and were there any questions. A motion was made by Vice President Larry Daniel and seconded by Director Jerry Hammond to approve the Treasurer's Report as shown. Motion carried with no dissent.

President Neuman Browning asked if everyone had reviewed both the Aged Payables and the Petty Cash Checking Account. A motion was made by Secretary Treasurer Lloyd Parker and seconded by Director Jack Kemp to approve the Aged Payables and to replenish the Petty Cash Checking Account to \$20,000.00. Motion carried with no dissent.

President Neuman Browning asked if there are any public comments. No visitors present.

Manager's Reports / Unfinished Business:

Manager Kevin Spence reported office generator propane tank will be delivered this Friday November 12, 2021.

Manager Kevin Spence reported confirming Harmony Software upgrade is scheduled for December 14 & 15. Tried moving the upgrade date to January 2022 but next available time would be March so kept current scheduled date. Have inquired about cost from Master Meter of getting second meter reading computer.

Manager Kevin Spence reported the TRWA Allen Fall Management Conference last week was a good conference. Directors discussed and believed there was good new topics covered and enjoyed going.

Manager Kevin Spence reported will be having a district manager meeting next week to discuss how districts are handling keeping and finding employees along with employee salaries and benefits.

Manager's Reports / New Business:

President Neuman Browning ask for a motion to appoint Brad Sears to serve out Joyce Weatherford's unexpired term. A motion was made by Vice President Larry Daniel and seconded by Director Chad Neal to appoint Brad Sears to fill the unexpired term left by Joyce Weatherford and run in the next election. Motion carried with no dissent.

President Neuman Browning asked for a motion to order the 2022 election. Motion was made by Director Jack Kemp and seconded by Director Chad Neal to order the 2022 election. Motion carried with no dissent.

President Neuman Browning appointed 2022 budget committee as Secretary Treasurer Lloyd Parker, Director Richard Starek, Director Jerry Hammond, General Manager Kevin Spence and Bookkeeper Raegan Swann with alternate of Director Todd Jagers.

President Neuman Browning appointed 2022 policy review committee as Secretary Treasurer Lloyd Parker, Director Jerry Hammond, Director Richard Starek, General Manager Kevin Spence and Bookkeeper Raegan Swann with alternate of Director Todd Jagers.

President Neuman Browning appointed 2021 audit committee as Secretary Treasurer Lloyd Parker, Director Richard Starek, Director Jerry Hammond, with alternate of Director Todd Jagers. General Manager Kevin Spence and Bookkeeper Raegan Swann will be providing financial information to the committee.

Manager Kevin Spence requested and after discussion agreed that the budget, audit and policy committees meet Tuesday, December 7, 2021.

Manager Kevin Spence reported the agreement with the Franklin County Recreational Facility is up for renewal. After a discussion time a motion was made by Vice President Larry Daniel and seconded by Director Richard Starek to approve the renewal of Franklin County Recreational Facility for another year, as the 2018 agreement states. Motion carried with no dissent.

Manager Kevin Spence reported meeting about plant upgrade and future additional community water supply. Pricing has doubled since last month. Stan Hayes, Hayes Engineering, is working on what all would be needed, pricing and time frame. After a discussion time a motion was made by Vice President Larry Daniel and seconded by Director Rex Tillery to keep pursuing the possible upgrade. Motion carried with no dissent.

There being no further business a motion was made by Vice President Larry Daniel and seconded by Director Rex Tillery to adjourn the meeting at 6:30 PM. Motion carried with no dissent.

Approved

Date