

CYPRESS RANCH WATER CONTROL AND IMPROVEMENT DISTRICT NO. 1
Minutes of June 15, 2017 Meeting

A regular meeting of the Board of Directors of Cypress Ranch Water Control and Improvement District No. 1, open to the public, was held outside the boundaries of the District at the offices of Texas Engineering Solutions, LLC, Barton Creek Plaza III, Suite 300, 3815 S. Capital of Texas Hwy., Austin, Texas 78704, at 12:00 noon on June 15, 2017. A copy of the notice of meeting is attached hereto.

The roll was called of the members of the Board of Directors, to-wit:

Gene Darling	Ronald den Hoed	Joe Peeler
Joanne Molinyawe	Tony Salinas	

And all of said persons were present, thus constituting a quorum. Also in attendance were Jeff Monzingo representing Montoya & Monzingo, LLP, Hank Smith and Justin Lange representing Texas Engineering Solutions, LLC, Hal Lanham and Brett Lanham representing AWR Services, Inc., and Richard Hamala and Michelle McClendon representing Tiemann, Shahady & Hamala, PC.

The Board reviewed the minutes of the meeting held on May 18, 2017. Director Darling suggested referring to the Colina Commerce Park as the new out of district service customer rather than using the landowner's name. Upon a motion by Director den Hoed, seconded by Director Peeler, and unanimously approved, the Board approved the minutes of the prior meeting with the correction noted by Director Darling.

Next the Board considered proposals from Maxwell Locke & Ritter and McCall Gibson Swedlund Barfoot for preparation of the District's audit report for the fiscal year ending September 30, 2017. After discussion, upon a motion by Director den Hoed, seconded by Director Molinyawe, and unanimously approved, the Board approved hiring McCall Gibson Swedlund Barfoot PLLC to prepare the annual audit report for the fiscal year ending September 30, 2017.

Hal Lanham presented the General Manager's report. Mr. Lanham noted the following items:

- LCRA punch list work has not started because the soil was too wet.
- The wastewater dosing valves need repair.
- Working with one blower at the wastewater treatment plant until the new one arrives in July.
- A grinder pump was repaired for a home on Cypress Ranch Blvd.
- The water meter for the Colina Commerce Park will be an 2" X 8" compound meter that allows for fire flow.
- May water loss was 4%.

Director Molinyawe suggested deleting the individual usage amount from the monthly report.

Director Salinas asked about the effect of sending the notice letter regarding clogs caused by flushing wipes. AWR will send a reminder letter twice a year.

Mr. Lanham explained that the sewer plant is tested for motor oil and glycol.

AWR Services will plan on making a presentation at the August meeting regarding renewal of their contract.

Hank Smith presented the Engineer's Report. Mr. Smith noted the following items:

- Construction is completed on West Cypress Hills Phase I Section 5 and Section 6.
- Construction of the Raw Water Tank is completed, painting and connections are next.
- No ground water district was established during the legislative session.
- LTISD will likely attend the August meeting.
- LTISD and Hank Smith went to Bond Committee Meeting and asked for Reimiers-Peacock Road to be put in the bond package.
- Mr. Smith described the development plans for Reimiers-Peacock Road and LTISD.

The Board considered pay applications on pending projects and approval of the purchase of the water meter for serving Colina Commerce Park. Upon a motion by Director Peeler, seconded by Director Molinyawe, the board unanimously approved purchase of the water meter at a cost of \$14,500.00 for serving Colina Commerce Park and pay applications as recommended by TES as shown below:

Central Road and Utility, Ltd.		
West Cypress Hills Phase 1, Sections 5 and 6	Pay App 6	\$14,623.56
	Pay App 7	\$1,890.00
TTE, LLC		
Raw Water Tank	Pay App 2	\$35,443.80

Justin Lange presented information about the consolidation of mowing and landscaping services, with a bid tabulation showing proposals from Landscape Business Services, Perfect Cuts, and Capital Landcare. The lowest price proposal was submitted by Landscape Business Services. Landscape Business Services will also waive the initial clean up fee of \$4,950.00 if they are awarded the contract.

Mr. Lange described combining the three current landscaping contracts into one contract. The insurance requirements specified that the contractor must have liability and workers compensation insurance.

Director Molinyawe suggested checking who owns the triangle strip along Cypress Ranch Blvd to add to contract if needed.

Director Peeler mentioned that TDS will take brush bundles twice a year for free.

Upon a motion by Director Molinyawe, seconded by Director Peeler, the board unanimously approved hiring Landscape Business Services, subject to confirming that their proposal was conforming and workers compensation coverage was included in their price; and if Landscape Business Services will not provide workers compensation coverage, then, as a backup selection, hiring Perfect Cuts is approved if their proposal was conforming and workers compensation coverage was included in their price; and the three existing contracts will be terminated; and the President is authorized to sign a new contract with a starting date of September 1, 2017..

Director Molinyawe requested TES to obtain a quotation for landscaping the hardscape area on Cypress Ranch Blvd. near Sabeno.

Hank Smith has not heard back from LTISD on his design work proposal.

TES is still working on obtaining a proposal to remediate the drainage and access tract on Rock Wren. Upon a motion by Director den Hoed, seconded by Director Salinas, the board unanimously approved spending up to \$5,000.00 for remediation of the drainage tract.

Jeff Monzingo presented the bills and invoices that were due to be paid, along with the bank account balances. Director Darling asked about the invoice for \$100 for maintaining the website. Brett Lanham explained that it directly passes through to the webmaster. Upon a motion by Director den Hoed, seconded by Director Peeler, and unanimously carried, the Board approved the payment of the bills, invoices, and transfers as presented by Mr. Monzingo along with a transfer of \$14,500.00 to be added to the mangers account.

The meeting was adjourned with the next meeting planned for August 17, 2017.

APPROVED August 17, 2017.



Joanne Molinyawe, Secretary

