

**CROSS TIMBERS WATER SUPPLY CORPORATION
MINUTES of the BOARD OF DIRECTORS MEETING
2032 E HICKORY HILL RD, ARGYLE, TX 76226
MONDAY, MARCH 15, 2021**

1. Call to Order

Mr. McDonald called the March meeting of the Board of Directors of Cross Timbers Water Supply Corporation to order at 7:17 p.m. on Monday, March 15, 2021, at the Cross Timbers Water Supply Corporation's offices, 2032 E Hickory Hill Rd, Argyle, TX 76226.

Directors in Attendance:

Patrick McDonald, President
Larry Kaufman, Vice President
Michael Paulson, Secretary-Treasurer
Garry Granger
Andre Nicholas
Sherry Price
Rick Beutter

Staff in Attendance:

Chad Wolf, General Manager
Lloyd Hanson, Controller

Consultants in Attendance:

Dan Tonn, Auditor

Others in Attendance

Board Members Not in Attendance

2. Public Forum for Non-Agenda Items – No one spoke.

Consent Agenda

3. Discussion and Action to Approve the Minutes of the February 15, 2021 Board Meeting

4. Discussion and Action to Approve the February 2021 Financial Reports

Since the February meeting was held on this same day, February minutes will be approved at the April Board Meeting. Motion by Larry Kaufman and second by Sherry Price to approve the February 2021 Financial Reports. Motion approved unanimously.

5. Discussion and Action on the 2020 Financial Audit

Dan Tonn, Auditor provided results of the 2020 financial audit of the Corporation and answered questions from the Board about the audit. The Board reviewed the contingencies and litigation section and suggested some changes in wording in this section which was agreed to and accepted by the Auditor. Motion by Larry Kaufman and second by Rick Beutter to approve the 2020 Financial Audit with a correction in the contingencies and litigation section. Motion approved unanimously.

6. Discussion and Action on the Sewer CCN

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Staff discussed obtaining a “will serve” letter from UTRWD for sewer treatment services for our Sewer Certificate of Convenience and Necessity (CCN) application to the TCEQ/PUC. Engineer Kerry Maroney has provided language as to what is needed in this letter in order to meet CCN requirements. A response is expected in the next week or so. No action taken.

7. Discussion and Action on the General Manager’s Report

Mr. Wolf provided details on the snowstorm and the work that was taken to ensure no water outage or loss of water pressure was encountered. As a result, CTWSC was one of the few water companies around the metroplex that did not have to issue boil water notices. The TCEQ inspection was done remotely with the Corporation providing pictures, documentation, and confirmations necessary in the inspection. No further information is needed, and the Corporation expects to receive a favorable inspection result from the TCEQ. Quotes for the control valve at the Simmons Road elevated tank are out for bids. Employees who had COVID are now back in the office. The Board asked that some information be gathered for release on the results of the snowstorm and our actions that prevented loss of water service. No action taken.

8. Discussion and Action on Items for the 2021 Annual Meeting

Three applications for new Board Member were received from the incumbents running for re-election – Patrick McDonald, Andre Nicholas, and Sherry Price. As a result, no election is necessary. Motion by Michael Paulson and second by Rick Beutter that a Resolution Declaring Unopposed Candidates of Cross Timbers Water Supply Corporation Elected. Motion approved unanimously. This will be posted on the Corporation’s web site and read into the minutes of the Annual Meeting. A letter to the Membership and an Agenda for the Annual Meeting were reviewed. Motion by Larry Kaufman and second by Andre Nicholas that the notice and agenda for the Annual Meeting on April 19, 2021 be approved and sent to the Membership. Motion approved unanimously.

9. Discussion and Action on a Request for Adjustment on a Water Bill

Member Michael Raisinghani requested that his water bill be reduce due to water pipes that froze and broke leading to a high water bill for the February time period. Mr. Raisinghani asked that his water bill be reduced from \$136.23 to \$100.00. No action taken.

10. Discussion and Action on Future Agenda Items, Meeting Date, Activities, and Announcements

The next meeting of the Board will be April 19, 2021 immediately after the Annual Meeting. Agenda items may include approval of the corporation’s insurance renewal, election of new officers, approval of the minutes, and such other items as may be required. President McDonald asked that an Executive Session on Personnel be included.

11. Adjournment

Motion to adjourn by Larry Kaufman and second by Andre Nicholas and approved unanimously. The meeting adjourned at 8:10 p.m.

TRANSCRIBED BY LLOYD HANSON, CONTROLLER

CERTIFIED BY MICHAEL PAULSON, SECRETARY-TREASURER