



CAPE ROYALE UTILITY DISTRICT

1330 CAPE ROYALE DRIVE
COLDSRING, TEXAS 77331

TELEPHONE: (936) 653-4861
EMAIL: WATER@EASTEX.NET

Public Meeting Minutes

The board of directors (The Board of Cape Royale Utility District of San Jacinto County, Texas) held a board meeting on April 21st, 2022 at 3:00pm at the district conference room, 1330 Cape Royale Drive, Coldspring, San Jacinto County, Texas.

Present from the Board: Dale Toronjo, Richard Masterson, Alex Onjanow, and Douglas Pulgini.

Present from the District: Larry Clark, Heather McCann, Mike Jacobs

1. Call to order 3:00pm
2. Steve Roberts, Elgean Shield and Bruce Shields were present.
3. There were no customer comments this month. No customer comments on the 30 day notice of pending rate increase.
4. The minutes of the previous board meeting were reviewed and approved as written.
5. Heather McCann presented the Resolution Affirming Identity Theft Prevention Program. Heather explained how CRUD is in compliance with the Resolution. In accordance with 16 CFR 681.1, the Board reviewed the Identity Theft Prevention Program and has determined that it remains appropriate for the District's purposes. The board agreed to have the document signed by the President Dale Toronjo and was by attested Secretary Douglas Pulgini.
6. Heather McCann presented the required Annual Cybersecurity Training report that is to be submitted to the TXDIR. The administration team Larry Clark, Heather McCann and Jim King have completed the annual Cybersecurity Training.
 - A motion to submit the Resolution Affirming Identity Theft Prevention Program and the Annual Cybersecurity Training Report to the appropriate agencies was made by Alex Onjanow. Douglas Pulgini 2nd the motion. The motion was passed by unanimous vote.

7. Larry Clark presented the General Managers Report. Larry stated that the 30 day notice for the CRUD rate increase has been successfully sent to Cape Royale residents. There has been no reported customer comments or complaints for this notice at the current time. The increase is scheduled to become effective with the May 2022 payment cycle.

Larry Clark further updated the Board on additional projects.

- Aluminum Can Recycling & Cape POA Civic Storage Building relocations which went successfully.
- The new cr-ud.org website is complete and working well. Feedback from the community has been very favorable.
- CAPEX Scheduling – 2022
- Allmax & Mapitude Software Implementation. The field team is currently using the software in parallel with the existing manual system. Processes are scheduled to be entirely electronic by July.
- Employee evaluations have been completed.
- Work has begun on the 1st draft of the 2022-2023 budget.



CAPE ROYALE UTILITY DISTRICT

As for the cardboard recycling initiative, the project continues to go well. The community has overwhelmingly embraced the new initiative. It is widely apparent the project has improved the open capacity the existing (17), 8 yard dumpsters at the trash site. This cooperative arrangement continues with the San Jacinto County Precinct 4 recycling program. However, Larry will be reviewing the various alternatives for purchasing the capital equipment via a grant from the Deep East Texas Council of Governments DETCOG or the potential for a lease agreement.

8. Mike Jacobs presented the Operators Report with no issues. Mike explained how well the new Allmax & Mapitude Software Implementation is progressing with the team in the field.
9. Heather McCann presented March 2022 Tax Assessor's Report with a 2021 collection rate of 96%.
10. Heather McCann presented the March 2022 Bookkeeper's Report

*Motion to accept all reports as written was as presented by Alex Onjanow. And 2nd by Richard Masterson. The motion passed by unanimous vote.
11. No other pending business
12. Meeting was adjourned by Dale Toronjo at 3:31pm
13. Next meeting will be held May 19th, 2022 at 3:00pm.

Submitted by: Douglas Pulgini