

# Cape Royale Utility District

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## Public Meeting Minutes

The Board of Directors (The Board) of Cape Royale Utility District (The District) of San Jacinto County, Texas held a Board meeting at 3:00 p.m., July 20, 2023, at The District conference room, 1330 Cape Royale Drive, San Jacinto County, Texas.

**Present for the Board:** L. Watkins, A. Onjanow, D. Toronjo, R. Masterson

**Present for the District:** L. Clark, H. McCann

**Visitors:** E. Shield, Benton Arizpe, & Matt Shepherd

### MEETING ITEMS:

1. **Call to Order:** by D. Toronjo @ 3:00 p.m
2. **Meeting Minutes:** Motion to accept minutes by R. Masterson, 2<sup>nd</sup> by A. Onjanow and Approved by all board members.
3. **Customer Comments:** No comments
4. **POA Report:** None
5. **Insperty Presentation:** B. Arizpe and M. Shepperd presented proposed Insperty services and associated fees to the board. Board posed some questions for response to the Insperty presenters and agreed further consideration of the proposed service would be discussed in the August board meeting.
6. **Resolution Authorizing Increase and Establishing an Annual Limit on Fees of Office** was generally discussed. Motion to table action was made by A. Onjanow; 2<sup>nd</sup> by L. Watkins, and passed by unanimous approval.
7. **Annual Review of Emergency Preparedness Plan (EPP):** L. Clark updated board of current actions with district equipment and final draft was forthcoming.
8. **General Manager's Report:** Report included in Board Members packet. L. Clark informed board that previous year Capital Expenditure projects were complete on budget.
9. **Operator's Report:** Report included in Board Members packet. General discussion of regular maintenance items.
10. **Tax Assessor-Collector's Report:** Report included in Board Members packet. General discussion of total tax deposits and collection of delinquent fees.
11. **Bookkeeper's Report:** Report included in Board Members packet. General discussion of Expenditures and explanation of checks to vendors.  
\*Motion to accept all reports as presented by A. Onjanow, 2<sup>nd</sup> by L. Watkins, and passed by unanimous vote.
12. **Other Matters:** None
13. **Pending Business:** None
14. **Executive Session:** D. Toronjo convened Executive Session @ 4:00 p.m. at the request of A. Onjanow. L. Clark was included in Executive session for review of documents. Executive session was adjourned @ 4:10 p.m.
15. **Adjourn:** Meeting adjourned @ 4:19 p.m. by D. Toronjo.