



1330 CAPE ROYALE DRIVE
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CAPE ROYALE UTILITY DISTRICT

Public Meeting Minutes

The board of directors (The Board of Cape Royale Utility District of San Jacinto County, Texas) held a board meeting on May 19th, 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 3:01pm
2. There were no visitors present.
3. There were a few customer comments or questions this month, of which only concerning the continuants of email billing practices remaining in place.
4. The minutes of the previous board meeting were reviewed and approved as written.
5. Larry Clark explained the requirements for approving the Certificates of Election, approval of the Qualifications of Newly Elected Directors and Open Meetings and Public Information Training. However since Lynn Watkins was not present for the meeting, this approval process was tabled for further discussion and approval at the next Board meeting.
 - Heather McCann distributed the Conflict of Interest Disclosures with Form CIS to each of the Board members.
 - Newly elected Board member Douglas Pulgini recited the required Oath of Office.
6. Larry Clark explained the requirement for Election of Officers since (2) new Board members were recently re-elected May 7th, 2022. That being Lynn Watkins and Douglas Pulgini. It was agreed that the Board members would remain in their previously appointed positions.
 - President, Dale Toronjo
 - Vice President, Richard Masterson
 - Investment Officer, Alex Onjanow
 - Secretary, Douglas Pulgini
 - Assistant Secretary, Lynn Watkins

*Alex Onjanow motioned to keep the Directors positions "as is". Richard Masterson 2nd the motion. The motion passed by unanimous vote.

7. In compliance with Section 176.003 of the Local Government Code, Heather McCann further presented the requirement for the Directors Conflict of Interest Disclosures and instructed the Board members to review the questionnaire and sign, including Form CIS if only "yes there were such conflicts. Details and forms can also be found at www.ethics.state.tx.us

8. Larry Clark presented a prepared draft for the 2022-2023 Cape Royale Utility District Budget and explained the adjustments (increases & decreases) from the 2021-2022 budget for each category and respective line items. With nearly 70 line items and projected Capital Expenses to review including questions and answers, the presentation was extensive.



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* Alex Onjanow motioned to accept the drafted budget with changes as discussed throughout the presentation. Richard Masterson 2nd the motion. The motion passed by unanimous vote.

Larry Clark is to make the requested budget adjustments and will redistribute to the Board for final review.

9. Larry Clark presented the General Managers Report and updated the Board on additional projects such as:

- Ordered the Honey Wagon – known as a septic vacuum & hauling unit for lift stations and manhole cleaning.
- Met with Mark Nettuno, Precinct 4 Commissioner and completed the DETCOG Grant Application for the new cardboard compactor.
- CAPEX Scheduling – 2022
- Cardboard Trailer – Completed purchase and refabricating of a more sustainable and permanent trailer.

10. Mike Jacobs presented the Operators Report with no particular issues.

11. Heather McCann presented March 2022 Tax Assessor's/Collector Report with a 2021 collection rate of 97%.

12. Heather McCann presented the April 2022 Bookkeeper's Report with no particular issues.

*Motion to accept all reports as written was as presented by Alex Onjanow. And 2nd by Doug Pulgini. The motion passed by unanimous vote.

11. No other pending business

12. Meeting was adjourned by Dale Toronjo at 4:02pm

13. Next meeting will be held June 16th, 2022 at 3:00pm.

Executive Session proceeded the meeting.

Adjourned at 4:15pm

Submitted by: Douglas Pulgini