Public Meeting Minutes

The board of directors (The Board of Cape Royale Utility District of San Jacinto County, Texas) held a board meeting on June 16th, 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, Lynn Watkins 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 no customer comments.

 4. The minutes of the previous board meeting were reviewed and approved as written.

 5. Larry Clark & Heather McCann discussed final preparations for the Resolution Adopting Operating Budget for year ending June 30th, 2023. The Board approved the Resolution Adopting Operating Budget at the last meeting June 16th, 2022. The Adopting Resolution was signed by the President Dale Toronjo and Secretary Doug Pulgini.

6. Heather McCann explained the annual requirements for updating the Texas Tax Code § 26.18 Compliance Document. Tax Code § 26.18 states that **each taxing unit shall maintain an Internet website or have access to a generally accessible Internet website that may be used for the purposes of this section**. For the purpose of this section, the 2023 Operating Budget is posted on the CRUD website and is in compliance with the code.

7. Heather McCann explained that the Board is required to authorize the annual engagement of Brooks Watson & Company as independent auditors for the year ending June 30th, 2023.

\* Motion to accept the engagement of BW&C as auditors was presented by Alex Onjanow. Dale Toronjo 2nd the motion. The motion passed by unanimous vote.

8. 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 has previously 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](http://www.ethics.state.tx.us) Due to his absence at the previous Board Meeting, Lynn Watkins the newly elected Board member recited the required Oath of Office.

9. In compliance with the Public Funds Investment Act, Texas Code § 2256.005, the Investment Officer Alex Onjanow was presented with the Disclosure Memorandum from CRUD’s attorney’s office of Smith, Murdaugh, Little & Bonham. Alex completed and signed the Memorandum which has been further submitted to the Texas Ethics Commission.

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10. Larry Clark presented the General Managers Report and updated the Board on various projects. There were no significant issues to report.

11. Mike Jacobs presented the Operators Report with no particular issues except for assisting the Cape Royale POA with emergency repairs to the lift station at marina bathrooms. Everything went well.

12. Heather McCann presented May 2022 Tax Assessor’s/Collector Report with a 2021 collection rate of 97%. Net deposits $974,571.79

13. Heather McCann presented the May 2022 Bookkeeper’s Report with no particular issues.

\*Motion to accept all reports as written was as presented by Lynn Watkins. Richard Masterson 2nd the motion. The motion passed by unanimous vote.

14. No other pending business

15. Meeting was adjourned by Dale Toronjo at 4:06pm

16. Next meeting will be held July 21st, 2022 at 3:00pm.

Submitted by: Douglas Pulgini