

CY-CHAMP PUBLIC UTILITY DISTRICT
Minutes of Meeting of Board of Directors
October 21, 2021

The Board of Directors of Cy-Champ Public Utility District (the “District”) met at 13455 Cutten Road, Suite 1A, Houston, Texas on October 21, 2021, in accordance with the duly posted notice of said meeting, with a quorum of directors present as follows:

Ron Walkoviak, president
Richard M. Spurlock, vice president
Shelley Serres, secretary
Harold W. Greer, assistant secretary

and being absent:

Polly Looper, security coordinator

Also present were Cheryl Whitfield of the National Memorial Ladies, HCCO Sgt. Anthony Sebastian, Michelle Guerrero of Bob Leared Interests, Inc., Tiffany Loggins of L&S District Services, LLC, Mike Plunkett of Eagle Water Management Company, Dennis Sander of Sander Engineering Corporation, Katie Golzarri of Clark Condon Associates, Inc., and Mark W. Brooks of Young & Brooks.

The president called the meeting to order and declared it open for such business as might come before it.

APPROVAL OF MINUTES

Upon motion duly made, seconded and unanimously carried, the board approved the minutes of the September 16, 2021, and September 21, 2021 meetings as presented.

NATIONAL MEMORIAL LADIES

Cheryl Whitfield of the National Memorial Ladies reported as to plans for coming events at the Fallen Warriors Memorial.

PUBLIC HEARING/ADOPT TAX RATE

President Walkoviak announced that one purpose of this board meeting is to conduct a public hearing on the district’s proposed tax rate for 2021. The board noted that the district tax assessor has published the required notice for the public hearing and that the public hearing is also noted on the agenda for this board meeting. The board reviewed discussions at the previous meeting leading to the proposed tax rate as reflected in the published notice. Mr. Walkoviak then declared the public

hearing open and invited questions and comments from the public. There were no questions or comments from the public. There being no further comments, the public hearing was closed.

The board then considered the attached Order Establishing Ad Valorem Tax Rate for 2021, which was reviewed by the board, passed, and adopted upon motion duly made, seconded and unanimously carried.

CONSULTANT / VENDOR CONTRACTS

Katie Golzarri of Clark Condon Associates, Inc. (Clark Condon) presented, reviewed, and upon motion duly made, seconded and unanimously carried, the board approved a proposal by Clark Condon to develop landscape maintenance specifications for Cy-Champ Park and Cutten Parkway.

Ms. Golzarri also reviewed and after discussion, upon motion duly made, seconded and unanimously carried, the board ratified approval of Clark Condon proposals to develop conceptual designs for Future Parks A and B (Cy-Champ Gardens), and Future Park C (Cy-Champ Park Extension).

The board also considered and after discussion, upon motion duly made, seconded and unanimously carried, approved a landscape maintenance contract with Jinco, Inc. subject to final revisions to the scope of work exhibit, and re-bidding the contract when the new landscape maintenance specifications are available.

The board also discussed pending questions about the auditor's review of landscape maintenance invoicing and asked that attorney Mark W. Brooks follow up with auditor Mark McGrath regarding those questions.

MONTHLY REPORTS

HCCO Sgt. Anthony Sebastian reported as to matters regarding security within the District.

Michelle Guerrero of Bob Leared Interests, Inc., the District's tax assessor, reported as to the status of District tax collections. Ms. Guerrero reported that the District is 98.554% collected for 2020 taxes.

Ms. Guerrero presented and after discussion, upon motion duly made, seconded and unanimously carried, the board granted a taxpayer's request for waiver of penalties and interest on a 2014 tax account that was prorated for acquisition by Flood Control during that year, and thereafter invoiced to Flood Control so the prior owner had not previously been invoiced.

Tiffany Loggins of L&S District Services, LLC, the District's bookkeeper, presented their monthly report. She also presented to the board a list of bills for the approval of payment, a copy of which is attached hereto.

Mike Plunkett of Eagle Water Management Company (Eagle), the District's operator, presented a written summary report regarding District operations and facilities. Mr. Plunkett reviewed the report with the board and responded to questions.

Mr. Plunkett recommended certain freeze protection improvements at the District's water plants. After discussion, upon motion duly made, seconded and unanimously carried, the board authorized the operator to proceed with the recommended improvements at a total cost to not exceed \$7500.

Dennis Sander of Sander Engineering Corporation (SEC), the District's engineers, presented a written summary report regarding the status of pending District projects. Mr. Sander reviewed the report with the board and responded to questions.

Katie Golzarri of Clark Condon Associates, Inc. reported as to the status of matters pending with respect to Cutten Parkway, the Cy-Champ Park, the Cy-Champ Garden Parks, and the Cy-Champ Park Extension. Ms. Golzarri reviewed her report with the board and responded to questions.

After discussion, the board scheduled park development workshop board meetings for October 28, 2021 at 2 p.m., and for November 15, 2021 at 10 a.m.

Ms. Golzarri presented, recommended, and upon motion duly made, seconded and unanimously carried, the board approved a proposal by Jinco, Inc. for seasonal color change at Cy-Champ Park and Cutten Parkway.

Upon motion duly made, seconded and unanimously carried, the board approved all consultant reports not already approved by separate motion, and payment of all bills presented.

KLEINWOOD JOINT POWERS REPORT

Board member Richard Spurlock reported as to matters pending before the Kleinwood Joint Powers Board (the "JPB"). The contractor for the Reclaimed Water WWTP Facility Improvements project (N&S) has completed all exterior concrete walls for the filter basin structure and has installed the cloth media disk filters and flow control gates. Future work includes construction of the distribution station, installation of the reclaimed water pumps, and connection to the reclaimed water line.

As reported previously, during installation of the 12-inch reclaimed water line under Champions Forest Drive in July, the pipe became lodged inside of the steel casing. While the

contractor for the Reclaimed Water Line project (G&A) was on-site attempting to re-bore the steel casing underneath Champions Forest Drive, one of the Cypress Forest PUD water mains in the vicinity burst, resulting in a large washout underneath the road near the bridge over Cypress Creek. The road repairs were performed by the County during the week of August 23rd and the roadway was reopened for traffic. Harris County inspected the storm sewer outfall underneath the Champions Forest Drive bridge during the week of September 6. The County reported no deficiencies requiring action and G&A resumed work the same week. They completed the boring for the steel casing in the modified location, have installed the reclaimed water line inside the steel casing, and have also completed installation of the remaining pipe on the project. Future work includes site restoration within the Cypress Forest PUD park property and at the HCFCD ditch crossing.

PENDING BUSINESS

The board discussed a proposal under which area utility districts would contract for additional law enforcement services to enhance security along FM 1960 pending creation of a Management District. The board members expressed an interest in learning more details regarding the proposal for possible participation by the District.

Board president Walkoviak presented information regarding a local charitable fund raising service that installs American flags along designated thoroughfares on specified holidays. After discussion, the other board members expressed an interest in participation by the District for Cutten Parkway, and Mr. Walkoviak agreed to gather additional information for further consideration.

There being no further business to come before the board, the meeting was adjourned.

Secretary

Attachments - Order Establishing Ad Valorem Tax Rate
Bookkeeper's Report