

CY-CHAMP PUBLIC UTILITY DISTRICT
Minutes of Meeting of Board of Directors
January 20, 2022

The Board of Directors of Cy-Champ Public Utility District (the “District”) met at 13455 Cutten Road, Suite 1A, Houston, Texas on January 20, 2022, 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
Polly Looper, security coordinator

and being absent:

None

Also present were Cheryl Whitfield of the National Memorial Ladies, HCCO Lt. Michael Cohen and Sgt. Anthony Sebastian, Michelle Guerrero of Bob Leared Interests, Inc., Mike Plunkett of Eagle Water Management Company, Dennis Sander and Rene Hurtado of Sander Engineering Corporation, Katie Golzarri of Clark Condon Associates, Inc., and Mark W. Brooks of Young & Brooks.

[* indicates attendance by videoconference]

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 December 16, 2021 meeting as presented.

NATIONAL MEMORIAL LADIES

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

AUDITOR CONTRACT REVIEW

As recommended by the District’s auditors, the board agreed to defer a separate audit review of the District’s contracts pending completion of the District audit for FYE 2021.

CONSULTANT / VENDOR CONTRACTS

The board signed the new Interlocal Agreement with Harris County for Law Enforcement Services during the county's 7-month fiscal year ending September 30, 2022, as approved at the previous board meeting.

MONTHLY REPORTS

Security Coordinator Polly Looper and HCCO Sgt. Anthony Sebastian reported as to matters regarding security within the District. Ms. Looper also updated the other board members on discussions regarding a possible law enforcement cost sharing arrangement with Champions MUD, and on the status of the pending community efforts to increase law enforcement coverage along FM 1960.

Michelle Guerrero of Bob Leared Interests, Inc., the District's tax assessor, reported as to the status of District tax collections. The District is 98.682% collected for 2020 taxes, and over 99% collected for all prior years.

Tiffany Loggins of L&S District Services, LLC, the District's bookkeeper, was unable to attend the meeting due to illness but had forwarded their monthly report, which the board reviewed. The report included a list of bills for the approval of payment, a copy of which is attached hereto.

Mike Plunkett of Eagle Water Management Company, 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.

As discussed last month, Mr. Plunkett is working to solicit updated pricing for additional freeze protection improvements at the District water plants.

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.

Mr. Sander presented and the board signed the contract with CSI Consolidated dba AIMS to clean and televise the Sanitary Sewer Rehab Phase 4 area, as awarded at the November board meeting.

Mr. Sander recommended and after discussion, upon motion duly made, seconded and unanimously carried, the board authorized SEC to proceed with advertising for bids on the Haynes Road Lift Station Emergency Generator project.

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 their report with the board and responded to questions.

Ms. Golzarri presented, reviewed, and after discussion upon motion duly made, seconded and unanimously carried, the board approved a proposal by Saville Electric Inc. for repairs to the lighting at the Fallen Warriors Memorial at a total cost of \$10,878, subject to confirmation that the work will include sealing the lights with the total cost including such additional work to not exceed \$15,000.

Ms. Golzarri also presented, reviewed, and the board unanimously approved a proposal by Jingo, Inc. for repairs to the Cutten Parkway irrigation system at a cost of \$1,808.

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.

PARK DONATION TRACTS

Board president Ron Walkoviak reported that the District has completed its due diligence review of the proposed dog park and connector tracts being offered for donation to the District by Chayn Mousa, and there were no environmental or title exceptions with respect to the property. After discussion, upon motion duly made, seconded and unanimously carried, the board resolved to accept the donation of both tracts, and authorized signature of the related deeds on behalf of the District.

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) was unable to install pull tape through the existing fiber optic conduit. The tape is needed to pull the fiber optic cable through the conduit from pull box to pull box. Working with the electrical engineer, the engineers for the plant (AEI) identified six locations to install additional pull boxes to aid in the installation of the pull tape. They received a price of \$32,500.00 from the contractor for the Reclaimed Water Line project (G&A) to install the six pull boxes and the ½" pull tape from the plant to the meter station. AEI recommended negotiating a Change Order to the contract with G&A to install the pull tape and additional pull boxes, and removal of Bid Item No. 38 from the contract with N&S for installation of the fiber optic cable from the plant to the meter station. The JPB decided to proceed with the recommended change order to the contract with G&A to add the six additional pull boxes and installation of the pull tape, but to keep installation of the fiber optic cable in the N&S contract.

The JPB approved an amendment their Engineering Services Agreement with AEI, including modifications to the labor classifications, hourly billing rates, and annual increases tied to the ECI (Employee Cost Index) as published by the Bureau of Labor Statistics.

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

Secretary

Attachments - Bookkeeper's Report