

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

The Board of Directors of Cy-Champ Public Utility District (the “District”) met at 13455 Cutten Road, Suite 1A, Houston, Texas on October 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 Sgt. Anthony Sebastian, David Beyer of Storm Water Solutions, Joe Andress of Champions Industries, Inc., Michelle Guerrero of Bob Leared Interests, Inc., Tiffany Loggins of L&S District Services, LLC, Mike Plunkett of Eagle Water Management Company, Dennis Sander, Rene Hurtado, and Jeff Peña 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 15, 2022 meeting as presented.

NATIONAL MEMORIAL LADIES

Cheryl Whitfield of the National Memorial Ladies reported as to plans for coming events at the Fallen Warriors Memorial. She also presented a moving video of recent ceremonies for the reinterment at the Houston National Cemetery of 1st Lieutenant Ottaway Bethard Cornwell, who was killed in action over France during World War II, and whose remains were recently found.

MONTHLY REPORTS

Security Coordinator Polly Looper and HCCO Sgt. Anthony Sebastian reported as to matters regarding security within the District. Ms. Looper discussed mag-lock issues with the front door to

the District office that occur during power outages, and the poor response of the company monitoring the District's security system. Director Spurlock is making arrangements for a review of the security system at the office.

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

Mr. Hurtado presented additional information regarding the proposals received for an emergency generator set to be installed at the Haynes Road lift station. After discussion, the board confirmed the decision made last month to accept the proposal by Cummins Sales and Service based on their low bid of \$41,981.

Mr. Peña reviewed drainage plans for the new parks being developed by the District.

[The SEC representatives exited the meeting.]

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.

[Ms. Loggins exited the meeting.]

CONSULTANT/VENDOR CONTRACTS

David Beyer of Storm Water Solutions (SWS) presented a report as to their work at the Cutten Road Detention Pond. Mr. Beyer suggested that the District consider entering into an interlocal agreement with Harris County Flood Control to reimburse the District for mowing costs at the Cutten Road Detention Pond. He also presented a proposal for repairs needed at that pond totaling \$19,900. After discussion, upon motion duly made, second and unanimously carried, the board (i) authorized Mr. Beyer to request an interlocal agreement from Flood Control, (ii) approved the SWS proposal for repairs to the Cutten Road Detention Pond, and (iii) requested a proposed updated schedule for mowing at the pond, for consideration at the next regular board meeting.

Joe Andress of Champions Industries, Inc. presented information regarding their experience and qualifications to provide residential solid waste collection services. The board referred Mr. Andress to the HOAs, as they provide trash collection service to the subdivisions within the District.

After review and discussion, upon motion duly made, second or than unanimously carried, the board approved a proposal by Laura Mansur of LMG Portraits for photographic services needed at the Fallen Warriors Gallery.

ARTWORK COMMISSION AGREEMENT

After review and discussion, upon motion duly made, seconded, and unanimously carried, the board approved an Artwork Commission Agreement with Ken Pridgeon, to complete the unfinished Fallen Warriors portraits at a fixed price of \$500 each, inclusive of materials.

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 2022. 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 2022, which was reviewed by the board, passed, and adopted upon motion duly made, seconded, and unanimously carried.

MONTHLY REPORTS (cont'd.)

Michelle Guerrero of Bob Leared Interests, Inc., the District's tax assessor, reported as to the status of District tax collections. The District is 97.944% collected for 2021 taxes, and over 99% collected for all prior years.

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 and after discussion, upon motion duly made, seconded and unanimously carried, the board authorized referral of three finaled customer accounts with balances remaining due after application of the respective security deposits to a collection agency.

Katie Golzarri of Clark Condon Associates, Inc. (CCA), the District's landscape architects, reported as to the status of matters pending with respect to the District's park system. Ms. Golzarri reviewed their report with the board and responded to questions.

Ms. Golzarri presented, reviewed, and upon separate motions duly made, second and unanimously carried, the board approved the following proposals:

- A proposal by IDF Pest Control for mosquito spraying at Cy-Champ Park during 2023, with the same schedule and pricing as has been in place for 2022.
- Proposals by Jinco, Inc., the District's landscape contractor, for rye grass seeding at Cutten Parkway (\$5500), tree removals at Cy-Champ Park (\$550 & \$875), and repair of a trail wash out at Cy-Champ Park (\$610).
- A proposal by Clark Condon Associates to update the District's Park Master Plan at an estimated total fee of \$20,000.

Board president Ron Walkoviak reported as to public comments recently received regarding proposed Park C at the northwest corner of Cutten Road and Champions Centre Drive.

After discussion, the board agreed to schedule a special park planning workshop meeting for Thursday, October 27, 2022, at 4 PM.

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.

[Directors Serres and Greer exited the meeting.]

PENDING BUSINESS

The board discussed local efforts to create the proposed Cypress Creek Drainage Improvement District in the coming legislative session.

KLEINWOOD JOINT POWERS REPORT

Board member Richard Spurlock reported as to matters pending before the Kleinwood Joint Powers Board (the "JPB"). As reported last month, the backwash and drain valves for the filter system failed in August, and the system was taken offline. The manufacturer (Bray) reported the failure was caused by an electrical wire shorting out within the actuator housing. It is suspected the shorting was caused by moisture build-up inside the housing due to coating failure, specifically around the seal to the indicator housing. All valves showed signs of oxidation and corrosion. Bray stated that they reviewed internal records and found no other claims of coating failure or corroded housing for this particular actuator valve in their system, but they did replace the actuators and valves at no cost.

The Reclaimed Water Supply System is backwashing much more frequently that expected. The JPB has authorized daily testing of the total suspended solids (TSS) in the filter influent basin to verify that solids loading is within the tolerance range of the filter system.

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

Secretary

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