

CY-CHAMP PUBLIC UTILITY DISTRICT
Minutes of Meeting of Board of Directors
January 19, 2023

The Board of Directors of Cy-Champ Public Utility District (the “District”) met at 13455 Cutten Road, Suite 1A, Houston, Texas on January 19, 2023, in accordance with the duly posted notice of said meeting, with a quorum of directors present as follows:

Ron Walkoviak, president
Shelley Serres, secretary
Harold W. Greer, assistant secretary
Polly Looper, security coordinator

and being absent:

Richard M. Spurlock, vice president

Also present were Cheryl Whitfield of the National Memorial Ladies, Corey Howell of The GMS Group, L.L.C., 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 December 8, 2022 and December 15, 2022 meetings as presented.

NATIONAL MEMORIAL LADIES

Cheryl Whitfield of the National Memorial Ladies reported as to recent events and plans for coming events at the Fallen Warriors Memorial. She also requested and after discussion, upon motion duly made, seconded and unanimously carried, the board authorized president Walkoviak to issue a Receipt on behalf of the District for the \$80,000 in donations collected by the National Memorial Ladies for the benefit of the Fallen Warriors Memorial at Cy-Champ Park that was delivered to the District on August 18, 2022.

Ms. Whitfield acknowledged and thanked Ron Walkoviak for his many contributions to the betterment of the community during his long tenure as a director and president of the District, especially his work to develop Cutten Parkway, Cy-Champ Park, and the Fallen Warriors and Service Dog Memorials.

CONSULTANT/VENDOR CONTRACTS

After discussion, upon motion duly made, seconded and unanimously carried, the board ratified approval of a proposal by Jinco, Inc. to replace flowering plants at the Fallen Warriors and Service Dog Memorials at Cy-Champ Park that were damaged by the hard freeze over this past Christmas weekend, at a cost of \$1,950.

NHCRWA FEES

After discussion, upon motion duly made, seconded, and unanimously carried, the board approved continuing the NHCRWA fee for District customers at \$4.05 per 1000 gallons, which rate was implemented with the January, 2022 customer billings.

SERIES 2023 PARK BOND ISSUE

Mark W. Brooks of Young & Brooks, the attorneys for the District, reported that the TCEQ has approved the District's bond application for the District's proposed Series 2023 park bond issue. The board recognized Corey Howell of the GMS Group, LLC, the District's financial advisor, who distributed and reviewed a preliminary official statement and proposed schedule for the sale and delivery for the District's 2023 park bond issue. After discussion, upon motion duly made, seconded and unanimously carried, the board approved the preliminary official statement for the series 2023 park bond issue, and adopted the attached Order Authorizing Publication of Notice of Sale.

Mr. Howell also presented and the board acknowledged the required G-23 disclosure by The GMS Group, L.L.C. in connection with the Series 2023 park bond issue.

RECREATIONAL FACILITIES BOND ELECTION

It appeared that all legal requirements for the ordering of a Recreational Facilities Bond Election have been fulfilled, and that it will be in the best interest of the District to call a Recreational Facilities Bond Election to be held on May 6, 2023. There was presented to the meeting the attached order whereby the board of directors made certain estimates of costs and called the Recreational Facilities Bond Election to be held for and within the District. After consideration, it was duly moved, seconded and unanimously carried that said order be passed and adopted.

ELECTRONIC SUBMISSION OF BIDS

After discussion, upon motion duly made, seconded and unanimously carried, the board adopted the attached Resolution Adopting Rules for Electronic Submission of Bids.

MONTHLY REPORTS

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

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.

Michelle Guerrero of Bob Leared Interests, Inc., the District's tax assessor, reported as to the status of District tax collections. The District is 99.651% collected for 2021 taxes, and over 99% collected for all prior years. She also reported that Chateau Cocomar has failed to pay the balance due the District on their delinquent 2021 taxes. The board had extended their time for payment to December 31, 2022. After discussion, the board unanimously authorized termination of water and sewer service to their property until their delinquent taxes are paid in full.

Security Coordinator Polly Looper and HCCO Sgt. Anthony Sebastian reported as to matters regarding security within the District.

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.

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 a draft of a new Master Park Plan for the District. The board will review the draft and consider adoption of the new plan at the next regular board meeting.

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.

SURPLUS FUNDS RESOLUTION

After discussion, upon motion duly made, seconded, and unanimously carried, the board adopted the attached resolution authorizing use of surplus funds for the Haynes Road lift station generator project.

KLEINWOOD JOINT POWERS REPORT

Mark W. Brooks of Young & Brooks, the attorneys for the District, reported as to matters pending before the Kleinwood Joint Powers Board (the "JPB"). A final inspection for the Reclaimed Water WWTP Facility Improvements project (Contract A) was held on September 28, 2022 to review the project for deficiencies. Several items requiring corrective action were identified and have been relayed to the contractor to be addressed prior to project closeout. The plant engineer is working to complete the project record drawings.

The plant engineer is also coordinating final close-out of the Reclaimed Water Line project (Contract B) with the contractor for that project. Cypress Forest PUD and the contractor have agreed to the amount that Cypress Forest is to recover for the irrigation repairs necessitated by construction of the reclaimed water line.

The Reclaimed Water Supply System is backwashing much more frequently than 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. Through the first month of the recommended four-month testing period, the average TSS sample concentration is 8.32 mg/L. The project specifications for the cloth filter stated the average TSS at the filters would be 10 mg/L or less.

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

Secretary

Attachments - Bookkeeper's Report

Order Calling Recreational Facilities Bond Election

Resolution Adopting Rules for Electronic Submission of Bids

Resolution Regarding Use of Surplus Funds Without Further TCEQ Approval