

CY-CHAMP PUBLIC UTILITY DISTRICT
Minutes of Meeting of Board of Directors
May 18, 2023

The Board of Directors of Cy-Champ Public Utility District (the “District”) met at 13455 Cutten Road, Suite 1A, Houston, Texas on May 18, 2023, in accordance with the duly posted notice of said meeting, with a quorum of directors present as follows:

Richard M. Spurlock, vice president
Shelley Serres, secretary
Harold W. Greer, assistant secretary
Polly Looper, security coordinator

and being absent:

Ron Walkoviak, president

Also present were HCCO Lt. Michael Cohen, 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 and Rene Hurtado of Sander Engineering Corporation, Katie Golarri of Clark Condon Associates, Inc., Mark W. Brooks of Young & Brooks, Chayn Mousa, Chayne (Moe) Nahidi, and the District residents listed on the attached sign-in sheet.

The vice 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 April 19, 2023 and May 17, 2023 meetings as presented.

RENEW INSURANCE

The board considered proposals from McDonald & Wessendorff, the District’s insurance agent, to renew the board’s various insurance coverages. The board has been satisfied with the services and coverage provided by the McDonald & Wessendorff program. The increase in premium is mostly due to the increase in the insurable value of the District’s facilities. After discussion was concluded, upon motion duly made, seconded and unanimously carried, the board accepted the McDonald & Wessendorff renewal proposals, and authorized signature of same by vice president Spurlock.

DISTRICT INFORMATION FORM

After discussion, upon motion duly made, seconded and unanimously carried, the board approved an Amendment to District Information Form reflecting the revised total authorized bonds for the District following the recent park bond election, and the directors present were authorized to sign same.

RATE ORDER

After discussion, upon motion duly made, seconded and unanimously carried, the board passed and approved the attached Resolution for Adoption of Rate Order, reflecting an updated commercial sewer rate.

SECURITY REPORT

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

As reported previously, Sgt. Sebastian will be out on paternity leave for a period of time this coming fall. He recommends, and the board authorized Ms. Looper to confirm that the board has no objection to one of the deputies currently serving under the District's contract being promoted to serve as contract supervisor while Sgt. Sebastian is out. During that time, the Constable will provide substitute officers to replace the hours Sgt. Sebastian would otherwise be working, to the fullest extent they are able to.

After related discussion was concluded, Lt. Michael Cohen and Sgt. Sebastian excused themselves from the meeting.

MONTHLY REPORTS

Michelle Guerrero of Bob Leared Interests, Inc., the District's tax assessor, reported as to the status of District tax collections. The District is 97.624% collected for 2022 taxes, and over 99% collected for all prior years.

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 their report with the board and responded to questions.

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 their report with the board and responded to questions.

Mr. Sander presented, recommended, and upon motion duly made, seconded and unanimously carried, the board approved a proposal by Tolunay-Wong Engineers, Inc. to provide materials testing services in connection with construction of Parks A and B, with a budget of \$8764.

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.

Last month, Ms. Golzarri presented and reviewed a tabulation of bids received for construction of Parks A and B. CCA has since then reviewed additional references and qualification material from the bidders. For a number of stated reasons, they are recommending that the contract be awarded to Texas Wall Systems, LLC dba Texas Wall and Landscape (TWL). After discussion, upon motion duly made, seconded and unanimously carried, the board determined that awarding the contract to TWL will be most advantageous to the District and result in the best and most economical completion of the project, and accordingly awarded the contract to TWL based on their bid of \$3,471,865.25.

Ms. Golzarri presented, recommended, and upon motion duly made, second and unanimously carried, the board approved proposals by Jinco Inc., the District's landscape maintenance contractor, to replace dead roses in the Cutten Road medians at a cost of \$1180, and to replace the graphic signs on Cutten Road announcing Parks A and B at a cost of \$700. The board deferred action on a Jinco proposal to replace all the sprinkler heads along Cutten Road, and a proposal from RS Industrial Arts to replace the monument signs at Cy-Champ Park.

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.

ANNEXATION/SERVICE APPLICATIONS

Chayne Nahidi, the owner and developer of a 2 acre tract at 12717 Shiloh Church Rd., asked whether water and sewer service to his property is available from the District. Engineer Dennis Sander reported that the District's lines and facilities in the area are sized to only serve property currently within the District, and also a new water plant could be required. After discussion, the board suggested that Mr. Nahidi find out if additional property owners in the area are also interested in service from the District, such that the costs of extending service could be shared.

KLEINWOOD JOINT POWERS REPORT

Board member Richard Spurlock reported as to matters pending before the Kleinwood Joint Powers Board (the "JPB"). The Reclaimed Water WWTP Facility Improvements project (Contract A), is under warranty through September 28, 2023. The replacement filter cloths are on back order and are scheduled for delivery in August. The engineers for the plant are waiting on the contractor for the Reclaimed Water Line project (Contract B) to complete the site restoration punch list item from the one year warranty inspection.

The reclaimed water supply filter backwash cycle frequency remains high. Larger or more frequent sludge hauls would improve the solids level in the plant and help the operations team. The engineers for the plant are working on a model of the solids process to identify the best long-term course of action based on sludge hauling costs versus costs of cloth filter replacement. The planned thickener rehabilitation project will also help the solids process at the plant.

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

Secretary

Attachments - Resident Sign-In Sheet
Resolution for Adoption of Rate Order
Bookkeeper's Report