

**CY-CHAMP PUBLIC UTILITY DISTRICT**  
Minutes of Meeting of Board of Directors  
July 18, 2024

The Board of Directors of Cy-Champ Public Utility District (the “District”) met at 13455 Cutten Road, Suite 1A, Houston, Texas on July 18, 2024, 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 HCCO Sgt. Anthony Sebastian, Mary Dubois of 5 Energy, Michelle Guerrero of Bob Leared Interests, Inc., Tiffany Loggins of L&S District Services, LLC, Mike Plunkett of Eagle Water Management Company, Michelle Kincer of Storm Water Solutions, Dennis Sander of Sander Engineering Corporation, Katie Golzarri of Clark Condon Associates, Inc., Mark W. Brooks of Young & Brooks, and Dan Sullivan of Tomball Computer Guy.

[\* indicates attendance by videoconference]

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

**SECURITY REPORT**

Security Coordinator Polly Looper and HCCO Sgt. Anthony Sebastian reported as to matters regarding security within the District and responded to questions. After the report was concluded, Sgt. Sebastian excused himself from the meeting.

**APPROVAL OF MINUTES**

Upon motion duly made, seconded and unanimously carried, the board approved the minutes of the June 20, 2024 meeting as presented.

**QUESTIONS/COMMENTS FROM THE PUBLIC**

There were no questions or comments from the public.

## **ELECTRICITY CONTRACT**

Mary DuBois of 5 Energy presented information reflecting their experience and qualifications to serve as energy advisor to the District, and reviewed the support services they are able to provide. She explained the District's need for a gap contract for the purchase of electricity during 2025, and the methodology they follow to obtain pricing on behalf of the District. After discussion, upon motion duly made, seconded and unanimously carried, the board authorized president Ron Walkoviak to sign a Letter of Representations (LOR) for 5 Energy, and to approve and sign a contract as recommended by them to cover the gap period during 2025.

## **CONSULTANT/VENDOR CONTRACTS**

The board signed the new Interlocal Agreement for Law Enforcement Services with Harris County as approved at the previous board meeting.

After discussion, upon motion made, unanimously carried, the board approved a proposal by TCG Tech, Inc dba Tomball Computer Guy for videoconferencing hardware upgrades to the District's office conference room.

## **MONTHLY REPORTS**

Michelle Guerrero of Bob Leared Interests, Inc., the District's tax assessor, reported as to the status of District tax collections. She also presented the District's monthly SPA revenue report. The District is 99.374% collected for 2023 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.

Michelle Kincer of Storm Water Solutions (SWS) presented a written report with photographs reflecting their work at the Cutten Road and Prose Detention Ponds. Ms. Kincer also presented and after discussion, the board unanimously approved a proposal to clean out the Prose pond OGT (oil, grit and trash) Unit at a cost of \$3895.

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 their 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 and recommended board approval of Pay Application No. 3 to RS Industrial Arts (RSI) on their contract to replace the signs at Cy-Champ Park, in the amount of \$18,180.

Ms. Golzarri presented and recommended board approval of invoicing from Jinco Inc., the District's landscape maintenance contractor, for post-hurricane clean-up work in the District's parks and on Cutten Parkway, totaling \$13,300. Ms. Golzarri also presented and after discussion, the board unanimously approved a proposal by Jinco to trim the overgrown right-of-way adjacent to the District's property on Tournament Drive, at cost of \$950.

After discussion, upon motion duly made, seconded and unanimously carried, the board authorized director Spurlock to approve an amount up to \$10,000 for the removal of Hurricane Beryl storm debris from Park A by Texas Wall and Landscape, the contractor currently constructing the park.

After discussion, the board asked that Ms. Golzarri make arrangements for the District's purchase of six additional panels for the patterned wire fence at Park A, for future repair projects when needed.

Upon motion duly made, seconded and unanimously carried, the board approved all consultant reports not already approved by separate motion, and all recommended pay estimates, pay applications, change orders, and bills presented.

### **KLEINWOOD JOINT POWERS REPORT**

Board member Richard Spurlock reported as to matters pending before the Kleinwood Joint Powers Board (the "JPB"). Following replacement of the reclaimed water system filters in late February, the system averaged 15.8 backwashes per day in March, 9.5 backwashes per day in April, 15.0 backwashes per day in May, and 10.6 backwashes per day in June. Total rainfall at the plant in June was 4.6".

Mr. Spurlock reported that Champions MUD is having difficulty taking reclaimed water for irrigation purposes when the Champions Golf Club ponds are full. They are looking into whether modifications to the delivery system are needed in order to be sure they are able to receive reclaimed water when they need it.

Bids were received and the contract awarded for the Thickener Rehab project at the Kleinwood plant. The engineers for the plant recommended removal of the bid item for sludge

hauling from the scope of the contract, reducing the project cost by \$118,500. The construction cost with the scope reduction will be \$618,900. The District's estimated share of the remaining costs for the project after removal of the bid item for sludge hauling totals \$143,213.

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

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Secretary

Attachments - Bookkeeper's Report