

CY-CHAMP PUBLIC UTILITY DISTRICT
Minutes of Meeting of Board of Directors
October 17, 2024

The Board of Directors of Cy-Champ Public Utility District (the “District”) met at 13455 Cutten Road, Suite 1A, Houston, Texas on October 17, 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 Michelle Guerrero of Bob Leared Interests, Inc., Tiffany Loggins of L&S District Services, LLC, Mike Plunkett of Eagle Water Management Company, Sam Miskimins of Champions Hydro-Lawn, Inc., Dennis Sander 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.

SECURITY REPORT

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

APPROVAL OF MINUTES

Upon motion duly made, seconded and unanimously carried, the board approved the minutes of the September 23, 2024 meeting as presented.

QUESTIONS/COMMENTS FROM THE PUBLIC

There were no questions or comments from the public.

CONSULTANT/VENDOR CONTRACTS

Katie Golzarri of Clark Condon Associates, Inc. (CCA) presented and after discussion, upon motion duly made, seconded and unanimously carried, the board approved a proposal by CCA to add

\$25,000 for additional work to their technical services agreement with the District, and a proposal by CCA to add \$10,000 for additional work to their design development and construction administration services agreement with the District for Parks A and B.

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 2024. 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. Upon motion duly made, seconded and unanimously carried, the public hearing was closed.

The board then considered the attached Order Establishing Ad Valorem Tax Rate for 2024, which was reviewed by the board, passed, and adopted upon motion duly made, seconded, and unanimously carried.

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 99.676% 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.

Mr. Plunkett presented a request by the customer at 6603 Seinfeld Court for an adjustment to their August billing from the District, which was unusually high without apparent explanation. Their usage returned to normal the following month. Mr. Plunkett recommended and after discussion, the board unanimously approved an adjustment for the excess usage to the base rate of \$1.00 per thousand gallons, but without adjustment to the RWA fee which is a cost incurred by the district and not subject to adjustment.

Mr. Plunkett presented quotes for tree trimming and removal at Water Plant No. 1. After review and discussion, upon motion duly made, seconded and unanimously carried, the board

authorized removal of the Bradford Pear trees adjacent to the ground storage tank, at a cost not to exceed \$5000.

Sam Miskimins of Champions Hydro-Lawn, Inc. reported as to the condition of the storm water detention facilities that they maintain for the District. He presented and after discussion, upon motion duly made, seconded and unanimously carried, the board approved a proposal to clean out the storm water quality feature of the Cutten Road Business Park south detention pond, at a cost of \$2150. Mr. Miskimins also presented and the board authorized President Walkoviak to sign forms for transfer of the storm water quality permit for the Cutten Road Business Park north pond to the District.

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.

Mr. Sander presented and recommended board approval of Pay Estimate No. 8 to Insituform Technologies, LLC on their contract for the Sanitary Sewer Rehabilitation, Phase 4 project, in the amount of \$55,830.15.

Mr. Sander reported that a meeting has been scheduled with Harris County Engineering tomorrow to discuss plan approvals for the Park C storm sewer proposed to be constructed within the Champions Centre Drive right-of-way.

Mr. Sander reported that SEC is working to confirm capacity requirements for the remaining undeveloped property in the District in order to enable a response to a capacity request submitted for a proposed Quick Quack Car Wash on FM1960.

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 the following Pay Application(s) to Texas Wall Systems, LLC dba Texas Wall and Landscape (TWL) on their contract for construction of Parks A and B:

- Pay Application No. 12W in the amount of \$48,438.00 for WSD items
- Pay Application No. 12P in the amount of \$317,511.90 for Park items

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”). There was an E. coli violation at the plant during the month of August. The plant operator reported that the testing lab personnel collected a reuse sample without adequately flushing the sample faucet. The new sample pump is now in use and a constant stream of flow enables samples to be taken without extended flushing of the sample tap.

The frequency of the reclaimed water system filter backwashes was normal during the month of September, averaging 12 to 13 backwashes per day.

As recommended by the auditor, the JPB agreed to final the audit for FYE 2024 without further adjustment to the capital asset values for the plant site value.

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

Secretary

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