

CY-CHAMP PUBLIC UTILITY DISTRICT
Minutes of Meeting of Board of Directors
February 20, 2025

The Board of Directors of Cy-Champ Public Utility District (the “District”) met at 13455 Cutten Road, Suite 1A, Houston, Texas on February 20, 2025, 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. Stephen Holle, Michelle Guerrero of Bob Leared Interests, Inc., Tiffany Loggins and Taylor Loggins of L&S District Services, LLC, Mike Plunkett of Eagle Water Management Company, David Beyer of Storm Water Solutions, Sam Miskimins of Champions Hydro-Lawn, Inc., Dennis Sander of Sander Engineering Corporation, Erin Larimore 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.

SECURITY REPORT

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

Ms. Looper presented and reviewed proposals from Houston Safe & Lock to replace the existing security system at the District’s offices with Bosch equipment. After discussion, the board asked that directors Looper and Spurlock work together to develop a recommendation as to the configuration that best fits the District’s needs.

APPROVAL OF MINUTES

Upon motion duly made, seconded and unanimously carried, the board approved the minutes of the January 16, 2025, January 23, 2025, and January 28, 2025 meetings as presented.

QUESTIONS/COMMENTS FROM THE PUBLIC

There were no questions or comments from the public.

CONSULTANT/VENDOR CONTRACTS

The board confirmed president Walkoviak's authorization at the November 21, 2024 board meeting to sign a First Amendment to the District's contract with Jinco Incorporated, adding Park A maintenance to Jinco's contract effective December 1, 2024.

Tiffany Loggins with L&S District Services, LLC (L&S) presented, reviewed, and after discussion upon motion duly made, seconded and unanimously carried, the board approved a new District Bookkeeping Agreement with L&S.

TAX EXEMPTIONS AND COLLECTION PENALTIES

Michelle Guerrero of Bob Leared Interests, Inc., the District's tax assessor, advised the board that it would be appropriate for the District to consider any revisions it wishes to make to the District's tax exemptions for purposes of the 2025 tax year, and also whether to continue the authorized implementation of the tax collection penalties. After discussion, it was the consensus of the board to (i) continue the homestead exemption for residents of the District in the amount of 20% of market value or \$5,000, whichever is greater, and the additional homestead exemption for residents of the District who are disabled or 65 years of age or older, in the amount of \$70,000.00, (ii) continue the authorized implementation of tax collection penalties pursuant to Sections 33.07, 33.08 and 33.11 of the Texas Property Tax Code, and (iii) make such exemptions and tax collection penalties applicable for tax year 2025, and continuing thereafter until rescinded or otherwise modified. Proposed resolutions adopting these tax exemptions and tax collection penalties were reviewed. Upon motion duly made, seconded and unanimously carried, the proposed resolutions were passed and adopted, and the District's tax assessor/collector was authorized and instructed to issue the necessary notices for implementation of the penalties at the appropriate times. Copies of the resolutions are attached to these minutes.

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 95.894% collected for 2024 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, recommended, and upon motion duly made, seconded and unanimously carried, the board approved a proposal to replace the failed chlorinator at Water Plant No. 1 at a cost of \$10,090.

David Beyer of Storm Water Solutions (SWS) presented a written report with photographs reflecting the condition of the storm water detention facilities that they maintain for the District at the Prose and Cutten Road Detention Ponds.

Sam Miskimins of Champions Hydro-Lawn, Inc. presented a written report with photographs reflecting the condition of the storm water detention facilities that they maintain for the District at the Cutten Road Business Park Detention Ponds.

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. 2 to McDonald Municipal and Industrial on their contract for the emergency generator at Lift Station No. 2, in the amount of \$58,545.00.

The board discussed and upon motion duly made, seconded and unanimously carried, authorized SEC to begin design work for expansion of the parking lot at Cy-Champ Park.

Erin Larimore 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. Larimore reviewed their report with the board and responded to questions.

Ms. Larimore presented and reviewed a proposed planting scheme for the Fallen Warriors Memorial. After discussion, the board asked for more height variation and color in the plantings.

Ms. Larimore presented and recommended board approval of proposal(s) by Jinco Inc. (Jinco), the District's landscape maintenance contractor, for the following work items:

- Add additional trash cans and picnic tables at Park A, at a cost of \$15,500.00.

Ms. Larimore recommended a change order to the contract with Texas Wall Systems, LLC dba Texas Wall and Landscape (TWL) for construction of Parks A and B, to add vine and tree removal from the buffer area adjacent to Park B, for a contract price increase of \$5500. After discussion, upon motion duly made, seconded and unanimously carried, the board authorized

president Walkoviak to sign a change order for this additional work at a contract price increase of \$5500 and a contract completion time increase of 10 working days.

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

KLEINWOOD JOINT POWERS REPORT

Board member Shelley Serres reported as to matters pending before the Kleinwood Joint Powers Board (the “JPB”). Ms. Serres reported that the Joint Powers Board authorized their board president to work with their energy consultant to review electricity pricing in the coming weeks and approve a new contract for the purchase of electricity commencing with the expiration of the JPB’s current contract in May of 2026, at a price not greater than \$0.061 per kWh and with a minimum contract term of 36 months.

The contractor for the Thickener Rehab project at the plant has indicated that delivery of the new equipment is expected in late July. Final project completion is scheduled for mid-November.

Design work for the Phase One air supply line piping modifications at the plant is complete. The drawings are being sent to the contractor for pricing confirmation and a change order will be presented for board approval at the March meeting.

The engineer for the plant will report on January and February backwash activity at the March meeting.

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

Secretary

Attachments - Resolution Concerning Exemptions from Taxation
Resolution Authorizing Additional Penalties on Delinquent Taxes
Bookkeeper's Report