

**CY-CHAMP PUBLIC UTILITY DISTRICT**  
Minutes of Meeting of Board of Directors  
June 19, 2025

The Board of Directors of Cy-Champ Public Utility District (the “District”) met at 13455 Cutten Road, Suite 1A, Houston, Texas on June 19, 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 Michelle Guerrero of Bob Leared Interests, Inc., Taylor Loggins of L&S District Services, LLC, Mike Plunkett of Eagle Water Management Company, Michelle Kincer of Storm Water Solutions, Jeremy Canton, Cheyenne Evans, and David Fernandez 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.  
[\*indicates attendance by videoconference]

The vice 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 regarding security within the District and responded to questions. There was a recent toddler drowning in the area and Ms. Looper stressed the importance of maintaining a fence around swimming pools. She also reported that Champions Park will be hosting a Fourth of July celebration. She is investigating options to deter illegal dumping at the Camptown Lift Station access drive.

**APPROVAL OF MINUTES**

Upon motion duly made, seconded and unanimously carried, the board approved the minutes of the May 15, 2025 and June 3, 2025 meetings as presented.

**QUESTIONS/COMMENTS FROM THE PUBLIC**

There were no questions or comments from the public.

## **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, and their premiums and deductibles remain competitive. 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.

## **CONSULTANT/VENDOR CONTRACTS**

Cheyenne Evans, Parks Manager with Champions Hydro-Lawn, introduced herself and her colleague, David Fernandez, and together they provided a brief description of the park maintenance services they provide.

## **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 99.134% collected for 2024 taxes, and over 99% collected for all prior years.

Taylor 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.

Jeremy Canton of Champions Hydro-Lawn, Inc. (CHL) 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.

Michelle Kincer 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. 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.

Mr. Sander presented and recommended board approval of Pay Estimate No. 2 to Bull G. Construction, LLC on their contract for the Haynes Road Waterline Replacement project, in the amount of \$9,000.00.

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 reported that CCA is working with the Parks A and B contractor to resolve a CenterPoint objection to the pedestal for the meter at Park B.

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:

- Irrigation system repairs at a cost of \$2,637.95.

Ms. Larimore presented and recommended board approval of the following Change Order(s) to the District's contract with Texas Wall Systems, LLC dba Texas Wall and Landscape (TWL) for construction of Parks A and B:

- Change Order No. 17 to install additional trash receptacles and picnic tables at a contract price increase of \$1950.
- Change Order No. 18 to add 180 days to the contract time due to power issues, which the board approved by motion noted below subject to receipt of an updated estimated time of completion from when the meter is installed at Park B.

Ms. Larimore also presented Change Order No. 19 to the contract for Parks A and B to provide a temporary meter if CenterPoint does not approve the current meter pedestal, on a time and materials basis with a \$15,000 allowance, but the board deferred consideration of this change order pending a decision from CenterPoint and if CenterPoint declines to approve the current meter pedestal, then a determination of who is responsible for the choice of the current meter pedestal.

Ms. Larimore presented a tabulation of bids received for construction of Park C. After discussion, the board deferred action on the bids pending an opportunity to review the bids and bidder qualifications in more detail. The board may schedule a special meeting for this purpose.

The board asked that CCA instruct Jinco to not blow grass clippings into the streets, and also to indicate the location of each irrigation repair on their invoicing for the repairs.

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, invoices and bills presented.

## **KLEINWOOD JOINT POWERS REPORT**

Board member Richard Spurlock reported as to matters pending before the Kleinwood Joint Powers Board (the “JPB”). Mr Spurlock reported that the contractor for the Thickener Rehab project at the plant has indicated that delivery of the new equipment is now expected in July. Final project completion is expected in November.

The contractor for the Electrical Modifications Phase 3 project has indicated the expected shipment date for the motor control centers is in December 2025. The engineer for the plant is waiting on a revised schedule from the contractor.

The reclaimed water filter averaged 4.9 backwashes per day in May. The highest 1-day total of backwashes was 19 and the total rainfall for May was 4.52".

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

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Secretary

Attachments - Bookkeeper's Report