

CY-CHAMP PUBLIC UTILITY DISTRICT
Minutes of Meeting of Board of Directors
December 18, 2025

The Board of Directors of Cy-Champ Public Utility District (the “District”) met at 13455 Cutten Road, Suite 1A, Houston, Texas on December 18, 2025, 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 homeowners Patrick Wolford, Daniel Anders, and Juan Alamo, HCCO Sgt. Stephen Holle, Michelle Guerrero of Bob Leared Interests, Inc., Debra Loggins of L&S District Services, LLC, Mike Plunkett of Eagle Water Management Company, Marie Newsom of Storm Water Solutions, Justin Colfer of Champions Hydro-Lawn, Inc., Dennis Sander and Daniel Benavidez 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.

APPROVAL OF MINUTES

Upon motion duly made, seconded and unanimously carried, the board approved the minutes of the November 14, 2025 meeting as presented.

QUESTIONS/COMMENTS FROM THE PUBLIC

Homeowners Patrick Wolford, Daniel Anders, and Juan Alamo asked questions regarding the Park C layout and emphasized their hope that the District will consider the need to buffer the neighboring homes from the park facilities and the lighting on Cutten Road as landscaping plans for the park are developed.

AUDITOR ENGAGEMENT

The board considered a continuance letter received from the District auditor's, McCall Gibson Swedlund Barfoot PLLC (MGSB), which included their fee estimate to perform the annual audit of the District's accounts for FYE 2025. After discussion, upon motion duly made, seconded and unanimously carried, the board confirmed the engagement of MGSB to perform the audit of the District's accounts for fiscal year ending 2025 under the terms of their engagement letter with the District.

ADOPT BUDGET

Debra Loggins of L&S District Services, LLC, the District's bookkeeper, presented a draft of the proposed budget for the District's fiscal year ending December 31, 2026. She reviewed the proposed budget with the board in detail and responded to questions. After discussion was concluded, upon motion duly made, seconded and unanimously carried, the board adopted the budget as presented, with revisions requested during the discussion.

CONSULTANT/VENDOR CONTRACTS

No action was needed.

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 99.801% collected for 2024 taxes, and over 99% collected for all prior years.

Ms. Guerrero confirmed that the apartments at 6830 Champions Plaza Dr. are expected to go tax exempt this year. They will keep the board advised as to any changes implemented by the Appraisal District.

Debra 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.

After discussion, the board unanimously agreed to defer termination of service to delinquent accounts until January after the holidays.

Marie Newsom 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.

Justin Colfer 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.

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 a tabulation of bids received for the Sanitary Sewer Rehab Phase 5 project. He recommended and after discussion, upon motion duly made, seconded and unanimously carried, the board awarded the contract to Instituform based on their low bid of \$562,091.

Mr. Sander updated the board as to the status of the wastewater collection system flow study. SEC has asked ADS to remove the outlier high flow numbers that occurred when the lift station was down due to a force main break and while the lift station controllers were not functioning properly for a period of time. The board requested that the ADS report be revised and final by year end.

Mr. Sander reported that representatives of a proposed commercial laundry at the Cutten Road Business Park have asked whether the District has or could provide the water supply and wastewater treatment capacity they will require. After discussion, the board authorized SEC to review the capacity available and determine whether any additional capacity needed could be provided, upon receipt of a deposit sufficient to cover the costs of the investigation.

Mr. Sander presented and after discussion the board unanimously approved and authorized vice president Spurlock to sign a Change Order Third Party Funding Notification Sheet for the FM1960 water line relocation by TxDOT's contractor, reflecting the District's share of the resulting contract price increase at \$4397.91.

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 recommended board approval of invoices from Jinco Inc. (Jinco), the District's landscape maintenance contractor, for the following previously authorized work items:

- Cutten Road maintenance (including tree mulching) \$14,163.93
- Parks maintenance \$5857.80

Ms. Larimore presented and recommended board approval of the following Pay Application(s) to HD Outdoor Construction, LLC on their contract for construction of Park C:

- Pay Application No. 1 in the aggregate amount of \$54,191.41 (\$52,703.78 for Park items; \$1,490.63 for WSD items)

After discussion, upon motion duly made, seconded and unanimously carried, the board approved payment to HD Outdoor Construction for a required 50% deposit on the Park C playground equipment, in the amount of \$215,769 less retainage.

HD Outdoor Construction has also asked that their boring contractor for the Park C storm sewer be allowed to start work at 6:30 a.m. and continue until complete. The board requested that the adjacent homeowners be notified in advance of the work as it is likely to be quite noisy.

The board asked that CCA look at more secure mounting for the lighting at the legacy tree in Legacy Oak Park.

After discussion, upon motion duly made, seconded and unanimously carried, the board resolved to include the name Walkoviak in the official name for Park C.

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 Shelley Serres reported as to matters pending before the Kleinwood Joint Powers Board (the “JPB”). The Thickener Rehab project is close to completion, but the contractor has not yet addressed the punch list items identified in the final review. The contractor for the Electrical Modifications Phase 3 project still anticipates shipment of most of the motor control center equipment later this month, but installation of the underground electrical conduit is complete.

The reclaimed water filter at the Kleinwood plant averaged 91 backwashes per day in November. The highest 1-day total of backwashes was 173 and the total rainfall for November was 6.96". The engineers for the plant conducted a site visit of the effluent filter basin on November 17, 2025. A large amount of solids accumulation was observed in the influent channel, the filter chamber, and the bypass channel. The plant operators are taking steps to have them cleaned. The engineers have developed a number of recommendations to mitigate and further investigate this issue, including inspection of the manholes between the clarifier and the filter basin after operations has them cleaned, to be sure that there aren't any cross connections at the manholes or other sources of solids introduction.

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

Secretary

Attachments - Bookkeeper's Report