

✓

## CYPRESS CREEK UTILITY DISTRICT

Minutes of Meeting of Board of Directors  
December 27, 2017

The Board of Directors ("Board") of Cypress Creek Utility District ("District") met at its regular meeting place within the District at the Mills Walk Clubhouse, 10643 Mills Walk Drive, Houston, Texas on December 27, 2017, in accordance with the duly posted notice of said meeting, with a quorum of Directors present, as follows:

Glenn Land, President  
Robert Jackson, Vice President  
Harvey W. Roensch, Secretary  
Theresa Dildy, Director  
Rob Nixon, Director

and the following absent:

None.

Also present were Ms. Sarah Redden, the District's bookkeeper; Ms. Christine High and Mr. Dewayne High, operators for the District; Mr. Jeff Pena, engineer for the District; Ms. Robin Goin, tax assessor-collector of the District; and Mr. W. James Murdaugh, Jr., attorney for the District.

President Land called the regular meeting of the Board of directors of Cypress Creek Utility District to order.

1. The Board reviewed the minutes of the meeting held on November 29, 2017. Upon motion duly made, seconded and unanimously carried, the Board approved the minutes as presented.

2. Ms. Redden presented the bookkeeper's report. The Board reviewed and approved the investment report as well as the energy consumption report, and also noted a new page addressing website costs. After a brief discussion, upon motion duly made, seconded and unanimously carried, the Board approved the bookkeeper's report and authorized payment of the checks listed thereon.

3. Ms. Goin presented the tax assessor-collector's report which showed 98.975% collections for 2016 taxes and 2017 collections as of this date of the meeting of greater than 45%. Certified taxable value for 2017 currently stood at \$192,854,750. Upon motion duly made, seconded and unanimously carried, the Board approved the tax assessor-collector's report and the checks listed thereon.

4. Mr. Pena presented the engineer's report and addressed his recent correspondence to Harris County Flood Control District concerning the status of home demolitions in the District. He also agreed to obtain information from the operator concerning certain requests from the County for information. He next addressed the status of the District's bond application with the Texas Water Development Board as well as pending projects in the District. He also confirmed that January, 2019 is the anticipated date for delivery of surface water to the District's water plant. He and the Board briefly reviewed a draft of a 10-year capital improvement plan, which the Board agreed to take under advisement for further review and action as necessary.

5. Mr. High presented the operations report which showed 998 connections but only 91% water accountability. Five bacteriological samples had been taken at the District's water system, all with good results. On the operator's recommendation the Board agreed to write off certain accounts totaling approximately \$3,412.00. The Board also noted information concerning the operator's actions relating to customer service as well as information on a recent security camera proposal. The Board noted the operator's report concerning his maintenance schedule and then considered the status of the Kaplon account. If an appropriate response was not received the day after the meeting from Ms. Kaplon, the operator was directed to send a termination notice and at the same time to offer a payment plan. The operator then submitted a list of delinquent accounts to the Board for termination of utility service and stated that the accounts in question have been given written notification of the opportunity to appear, either in person or in writing, at the Board meeting to contest, explain, or correct the charges, services, or disconnection. The operator noted that the accounts listed have neither attended the Board meeting nor contacted the operator's office or the District to contest or explain the charges. After discussion, upon motion duly made, seconded and unanimously carried, the Board

authorized the District's operator to proceed with termination of utility service to said accounts pursuant to the provisions of the District's Rate Order.

6. Mr. High continued to report that he had completed the fire hydrant testing in the District and that Well No. 3 would be tested in the very near future. He also confirmed that no problems had been encountered with respect to possible hacking of recently installed smart meters in the District.

7. Director Roensch presented the Lake Forest report and distributed the Lake Forest engineer's report from its most recent meeting. The report also included the Lake Forest capital plan for 2019.

8. President Land presented the North Harris County Regional Water Authority report. The Authority had recently adopted a budget as well as capital improvement plan for 2018 and 2019.

9. The attorney confirmed that his office was completing its review of consultant insurance. He and the Board then reviewed recent correspondence from Waste Management, Inc. and Offcinco concerning rates. The Board took no action and agreed to take the matters under advisement for further review.

10. Finally, the attorney distributed a calendar of District actions and events for 2018.

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

  
Secretary