

## CYPRESS CREEK UTILITY DISTRICT

Minutes of Meeting of Board of Directors  
June 13, 2019

The Board of Directors (“Board”) of Cypress Creek Utility District (“District”) met at a designated meeting place inside the District at Mills Walk Clubhouse, 10643 Mills Walk Drive, Houston, Texas on June 13, 2019, 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

And the following absent:

Rob Nixon, Director.

Also present were Mr. Jeff Pena, District engineer; Ms. Robin Goin, tax assessor-collector for District; Ms. Sarah Redden, representing the bookkeeper for the District; Ms. Christine High, District operator; and Mr. Richard Morrison, attorney for the District.

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

1. There were no comments from District residents.
2. The Board reviewed the minutes of the meetings held on May 9 and 13, 2019, and upon motion duly made, seconded and unanimously carried, the Board approved the minutes as presented.
3. Ms. Redden presented the bookkeeper’s report, a copy of which is attached. She stated that the average sales tax collection was between \$3,000 and \$3,200 per month and also noted that the next bond payment is \$308,792, due on September 1, 2019. There are sufficient funds for payment. It was also noted that the energy consumption price/kilowatt hour has decreased from 14 cents to 10 cents/kilowatt hour. Subject to that discussion, upon motion duly made, seconded and unanimously carried, the Board approved the bookkeeper’s report and authorized payment of the checks listed thereon. The Board discussed the required review of the District’s investments in compliance with Senate Bill 253. The Board requested that the District’s bookkeeper and investment officer review the list promulgated by the State Comptroller and monitor it periodically to prevent violations of

Senate Bill 253. The Board requested that the July agenda contain an item for approving an amended budget.

4. The Board reviewed the ethics letter and memorandum for Mr. Roensch, the Investment Officer. It was found by the Board that Mr. Roensch had no conflicts of interest. Upon motion duly made, seconded and unanimously carried, the Board approved the ethics letter and memorandum.

5. The annual director conflict disclosures were reviewed by the Board, and no conflicts of interest were noted. Director Nixon was absent and will complete his form at a later time.

6. Ms. Goin presented the tax assessor-collector's report, copy attached, which showed 96.4% collections for 2018 taxes and preliminary taxable value for 2019 in the District of \$184,744,302. Upon motion duly made, seconded and unanimously carried, the Board approved the tax assessor-collector's report and the checks listed thereon.

7. Mr. Pena presented the engineer's report, a copy of which is attached. In response to a RFQ for the waterline replacement on Balcrest Dr./Jones Rd., the engineer recommended Geotech Engineering & Testing as the most qualified for a geotechnical subconsultant. Upon motion duly made and seconded the Board approved the engineer's report and based on the engineer's recommendation awarded the contract to Geotech Engineering & Testing.

9. Ms. High presented the operations report, copy attached, which showed 843 residential connections with 93% water accountability. There were 22 accounts designated for termination. Booster Pump #2 has failed and approval for replacement was requested. Additionally, approval to begin installation of a polyphosphate system was requested. Upon motion duly made and seconded the Board moved to accept the operator's report, and moved to replace Booster Pump #2 with a new pump, moved to approve the polyphosphate system subject to approval of plans prepared by the engineer by the District and all appropriate entities. 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

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. The Board also reviewed and approved the District's annual Consumer Confidence Report.

10. The attorney for the District stated that the annual critical load filing has been completed.

11. The Lake Forest Regional Plant report was given by Director Roensch. He reported that CenterPoint has claimed an implied easement on the plant's property which will require a generator deck to be moved to the opposite side of the wastewater treatment plant.

12. President Land discussed a recent meeting of the North Harris County Regional Water Authority and noted that Jimmy Schindewolf was given an award for meritorious service. A legislative update was given and the capital renewal fund for the Authority was funded by overage fees paid that exceeded the allocated amount.

13. Finally, the Board discussed pending business, including:

a. A discussion of the FEMA buyouts wherein the Board wanted to confirm that any unpaid taxes owed the District would be paid before the buyouts.

b. The consultant contract with the bookkeeper was approved and signed by both parties. The consultant contract with the tax assessor was also approved.

c. The Fourth Amendment to the contract with Cy Fair ISD was approved and ratified.

d. The annual arbitrage analysis was reviewed by the Board; no action was required.

e. The contract with Off-Cinco for emergency notification was reviewed. No action was taken.

f. The Texas Pride Contract was reviewed. A "ride along" with President Land was scheduled to improve service.

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

  
Secretary