

MINUTES OF REGULAR MEETING  
OF  
CYPRESS FOREST PUBLIC UTILITY DISTRICT

March 1, 2005

THE STATE OF TEXAS   §  
  §  
COUNTY OF HARRIS   §

The Board of Directors of Cypress Forest Public Utility District, Harris County, Texas, met in regular session, open to the public, on the 1st day of March, 2005, at the Cypress Forest Public Utility District's Administrative Building, 16215 Champion Forest Drive, Spring, Texas, 77379, within the boundaries of the District, and the roll was called of the duly constituted officers and members of the Board, to-wit:

Roger P. Balog	President
Michael J. Lynch, Jr.	Vice President
Thomas J. Petrick	Secretary
William J. Lawrence	Assistant Vice President
Deborah L. Jackson	Assistant Secretary

and all of said Directors were present except Director Balog, thus constituting a quorum.

Also present at the meeting were the following: Linn Smyth, Donna Cox, Charles Kiefer, Roy Riley, Norm and Helen Myers, Wally Bircher, Rozann Janek, Debbie Sims and Wayne Baer, residents; Nabil Joubran of Pepe Engineering, Ltd.; Kim Shelnett of Myrtle Cruz, Inc.; Esther Flores of Tax Tech, Inc.; Bob Haas of Aqua Services, L.P. ("Aqua Services"); Steve Robinson of Allen Boone Humphries Robinson LLP ("ABHR"); and Justine M. Cherne, Recording Secretary.

Director Lynch called the meeting to order.

RECEIVE PUBLIC COMMENTS

Director Lynch opened the meeting to receive public comments. Charles Keiffer of 9506 Godstone discussed the garbage collection services. He stated that an article contained in the Champion Forest Newsletter written by Wayne Baer summarizes his comments. He requested that the Board consider reviewing the recycling program to determine whether savings could be obtained due to the lack of participation by the

District's residents. He requested the Board to maintain backdoor garbage collection services.

Linn Smyth stated that she and Donna Cox performed an extensive study of the residents' participation in the recycling program for two months when the District originally first considered recycling. She stated that approximately 67% of the District's residents participate in the recycling program overall.

Wally Bircher of 16626 Manning Tree stated that the prior provider of garbage collection services collected the recycling at an earlier time of day.

Donna Cox of 15915 Harwick stated that she believes the District's residents would have used back door garbage collection service if they knew that the service was provided. She stated that newcomers need to be kept informed of the services provided within the District. She stated that she prefers backdoor service.

Norman Myers of 16106 Champion Drive stated that he is concerned that the change to curbside garbage collection services diminishes the value and appearance of the area. He requested that the Board consider the opportunity to contribute to the value of the area.

Wayne Baer of 15911 Champion Drive stated that he has corresponded with Director Lynch regarding the garbage collection issues and stated that the residents who have addressed the Board have expressed his sentiments. He urged the Board to consider returning to backdoor garbage collection services to enhance the District's value.

Debbie Sims of 8335 Domer stated that the District may want to consider substituting plastic garbage bags for the plastic trash cans and recycling bins currently being used. She stated that River Oaks utilizes curbside trash collection services twice a week and doesn't believe the services diminish the value of the District's properties. She requested that the Board provide direction on what to do with the recycling bins from the prior garbage collection service provider.

Donna Cox stated that she has found through conversations with her friends that there is a serious point of confusion regarding who is saving money with the change in garbage collection service providers and that many people want to change their responses to the survey.

Director Lynch stated that the District has supported the Champion Forest Maintenance Fund. He stated that the District is planning a town hall meeting in coordination with the Champion Forest Maintenance Fund in March to address community issues and priorities. He stated that a report will be provided to the community in September.

Wayne Baer stated that it is in the best competitive interest for the District to provide backdoor garbage collection services.

Director Lynch stated that the residents should contact Directors Petrick and Jackson with their concerns, as they are the District's liaison within the community.

No Board action was necessary.

CONSIDER ADDITION OF PUBLIC COMMENT CARD TO THE DISTRICT'S PUBLIC COMMENT POLICY AND AUTHORIZE APPROPRIATE ACTION

The Board next considered adding a public comment card to the District's public comment policy. In response to Director Petrick's inquiry, Mr. Robinson stated that completion of the public comment card is voluntary and is meant to be useful in conducting the public comment period. Following review and discussion, Director Lawrence moved that the Board adopt the public comment card as presented. Director Jackson seconded the motion, which was approved by majority vote with Director Petrick opposed. A copy of the public comment card is attached.

RECEIVE PRESENTATION FROM FIRST SOUTHWEST COMPANY AND AUTHORIZE APPROPRIATE ACTION

Ms. Shelton next discussed with the Board the possibility of issuing refunding bonds and reviewed related schedules, copies of which are attached. Ms. Shelton and Mr. Robinson answered questions from Board members regarding the procedures and costs related to issuing refunding bonds. Ms. Shelton stated that the debt issued in the refunding bonds is for the same amount and time period as the bonds that are called. She stated that the annual debt savings from the proposed refunding issue is currently a total of \$134,090.65 with a present value of \$119,042.80. She stated that the savings is a 3.612823% present value which exceeds the required City of Houston criteria for issuing refunding bonds. She stated that the market changes daily and the savings can go up or down until the day the bonds are priced. Mr. Robinson stated that costs are incurred for preparation of the offering documents. He stated that if the savings are not sufficient on the day the bonds are priced, a recommendation will be made to not issue at that point. In response to a comment from the public, Mr. Robinson stated that the District is not legally able to extend any maturities of the District's debt. Following review and discussion, Director Lawrence moved that the Board authorize the District's consultants to begin preparation of the Preliminary Official Statement for issuing refunding bonds. Director Jackson seconded the motion, which was approved by unanimous vote. The Board concurred to hold a special meeting on Tuesday, March 29, 2005, 6:30 p.m., at the District's Administrative Building to review the Preliminary Official Statement.

ADOPT RESOLUTION CONCERNING EXEMPTION OF RESIDENCE HOMESTEADS FROM TAXATION

The Board next considered adopting a Resolution Concerning Exemption of Residence Homesteads from Taxation, a copy of which is attached. Ms. Shelton reviewed with the Board an analysis of the effect of an increased homestead exemption granted to persons 65 years of age or older or disabled persons. A copy of the Exemption Study prepared by Ms. Shelton is attached. Mr. Robinson reviewed the provisions of the Resolution adopted last year which state that the general homestead, charitable organization and travel trailer exemptions are rejected, but that a \$100,000.00 homestead exemption will be granted to persons 65 years of age or older or disabled persons. After discussion, Director Jackson moved that the Board adopt the Resolution Concerning Exemption of Residence Homesteads from Taxation including a \$125,000 homestead exemption for persons 65 years of age or older or disabled persons, and rejecting the general homestead, charitable organization and travel trailer exemptions. Director Lawrence seconded the motion, which was approved by majority vote with Director Petrick opposed.

REVIEW PROPOSALS AND AWARD CONTRACT FOR INSTALLATION OF FENCE AT THE ELEVATED STORAGE TANK SITE AND AUTHORIZE APPROPRIATE ACTION

Following discussion regarding the quality of proposals received, Director Petrick moved that the Board table this item pending receipt of written proposals for installation of wrought iron fencing at the elevated storage tank site solicited by Mr. Joubran. Director Lawrence seconded the motion, which was approved by unanimous vote.

Director Lynch addressed the public and explained that the District was replacing the fence for security reasons.

REVIEW PROPOSAL FROM LAWN ESCAPE, INC. FOR LANDSCAPE MAINTENANCE FOR ADMINISTRATIVE BUILDING AND AUTHORIZE APPROPRIATE ACTION

The Board concurred to table this item and remove it from the agenda.

REVIEW PROPOSAL FROM LAWN ESCAPE, INC. FOR REPAIRS TO IRRIGATION SYSTEM AND AUTHORIZE APPROPRIATE ACTION

The Board concurred to table this item and remove it from the agenda.

## APPROVE MINUTES

The Board next considered approving the minutes of the District's regular meeting held on February 1, 2005. Following review and discussion, Director Lawrence moved that the Board approve the minutes as written. Director Petrick seconded the motion, which was approved by unanimous vote.

## BOOKKEEPER'S REPORT

The Board next received the bookkeeper's report and considered payment of the bills. Ms. Shelnett presented 32 checks for the Board's approval. She reviewed the year-to-date budget, Maintenance Fund Recap, and the fiscal year expenditures for the administrative building. She next reviewed the investment report as required by the Public Funds Investment Act. She reported that two of the District's Certificates of Deposit are maturing on March 8, 2005 and reviewed interest rates offered by authorized institutions. Following review and discussion, the Board authorized Ms. Shelnett to invest the two maturing Certificates of Deposit where the highest interest rates can be obtained for a period of six months.

Mr. Robinson reported that the Texas Commission on Environmental Quality approved the release of surplus funds in the amount of \$145,000 to finance the purchase of the water, sewer, and drainage facilities of Champions Cove. Following review and discussion, Director Lawrence moved that the Board authorize Ms. Shelnett to transfer \$145,000 from the Capital Projects Fund to the General Operating Fund. Director Petrick seconded the motion, which was approved by unanimous vote.

Following review and discussion, Director Lawrence moved that the Board approve the bookkeeper's report and authorize payment of the bills. Director Jackson seconded the motion, which was approved by unanimous vote. Copies of the reports and a list of the checks presented for payment are attached.

## APPROVE ANNUAL REPORT AND AUTHORIZE FILING OF SAME

The Board next considered approving the updated financial and operating data in accordance with the Continuing Disclosure Agreement for the District's Series 1995, 1996, 2003, and 2004 Bonds pursuant to SEC Rule 15c2-12. Mr. Robinson stated that the report must be filed by March 31, 2005. Following discussion, Director Petrick moved that the Board approve the updated financial and operating data and filing of such data, in accordance with the Continuing Disclosure Agreement for the District's Series 1995, 1996, 2003, and 2004 Bonds pursuant to SEC Rule 15c2-12. Director Lawrence seconded the motion, which was approved by unanimous vote.

AUTHORIZE EXECUTION OF UTILITY BILL AUDIT AGREEMENT WITH THE LEGACY GROUP FOR THE DISTRICT'S ELECTRICITY BILLS

After discussion regarding the provisions of the proposed Utility Bill Audit Agreement, the Board concurred to table this item pending revision of the agreement by Mr. Robinson.

RECEIVE PRESENTATION ON ANALYSIS OF EFFICIENCY OF USE OF ELECTRICITY AND AUTHORIZE APPROPRIATE ACTION

The Board concurred to table this item.

TAX ASSESSOR/COLLECTOR'S REPORT

The Board next received the tax assessor/collector's report and considered payment of the tax bills. Copies of the report and a list of the checks presented for payment are attached. Ms. Flores stated that 92.68% of the year 2004 taxes had been collected as of the end of the prior month. She then presented 8 checks for approval and reviewed the delinquent list. Ms. Flores and Mr. Robinson answered questions from Board members regarding the effect of bankruptcy filings on the District's tax collections. The Board requested that the delinquent tax attorney submit a status report and recommendations regarding delinquent tax accounts at the next regularly scheduled meeting. After review and discussion, Director Lawrence moved that the tax assessor/collector's report be approved, the tax bills be paid and any necessary collection action be authorized. Director Petrick seconded the motion, which was approved by unanimous vote.

ADOPT RESOLUTION CONCERNING TAX COLLECTION PROCEDURES

The Board next considered adopting a Resolution Concerning Tax Collection Procedures, a copy of which is attached. Mr. Robinson reviewed the provisions of the Resolution adopted last year which state that the District will not allow the split payment of taxes, will not allow a discount for early payment of taxes and that tax bills, including those under \$15.00, will be mailed. After discussion, Director Petrick moved that the Board adopt the Resolution Concerning Tax Collection Procedures without changes to the provisions adopted last year. Director Lawrence seconded the motion, which was approved by unanimous vote.

ADOPT RESOLUTION PROVIDING FOR ADDITIONAL PENALTY FOR TAX COLLECTION COSTS AND EMPLOY DELINQUENT TAX ATTORNEY

The Board next considered adopting a Resolution Providing for Additional Penalty for Tax Collection Costs, a copy of which is attached. Mr. Robinson reviewed the provisions of the Resolution adopted last year which state that taxes which remain delinquent as of July 1 will be assessed an additional 20% penalty and that the

delinquent tax attorney may collect taxes, penalty and interest. Following discussion, Director Lawrence moved that the Board adopt the Resolution Providing for Additional Penalty for Tax Collection Costs assessing an additional 20% penalty on taxes which remain delinquent as of July 1 and employ Perdue Brandon as the District's delinquent tax attorney. Director Jackson seconded the motion, which was approved by unanimous vote.

#### ENGINEER'S REPORT

The Board next received the engineer's report, a copy of which is attached. Mr. Joubran updated the Board generally on construction projects within the District and reviewed with the Board the items more particularly described hereafter.

#### DISCUSS MAINTENANCE PLAN, APPROVE PAY ESTIMATES, CHANGE ORDERS AND TIME EXTENSIONS FOR REHABILITATION OF SANITARY SEWER TRUNK LINES

Mr. Joubran updated the Board on the rehabilitation of the sanitary sewer trunk lines. He reported that the contractor has substantially completed the project and a meeting was held to review outstanding issues. He stated that there were no pay estimates for consideration.

#### APPROVE PLANS AND SPECIFICATIONS AND AUTHORIZE ADVERTISEMENT FOR BIDS FOR REHABILITATION OF THE SANITARY SEWER LINES IN CHAMPION FOREST SECTIONS 1 AND 2

Mr. Joubran reported that Pepe Engineering, Ltd. is proceeding with the preparation of the plans and specifications for the rehabilitation of the sanitary sewer lines in Champion Forest Sections One and Two. He stated that the plans are expected to be ready for approval at the May meeting of the Board. No Board action was necessary.

#### RECEIVE UPDATE ON DESIGN OF WATER, SEWER AND DRAINAGE FACILITIES FOR RAVENEAUX PLACE HIGHRISE CONDOS, AUTHORIZE EXECUTION OF STORM SEWER EASEMENT

Mr. Joubran updated the Board on the design of utilities to serve the Chateaux Raveneaux Condominiums. He reported that the design of the project is progressing and that the cost of the project was included in Bond Application No. 9. He stated that water line and sanitary sewer easements will be needed for the facilities. Mr. Joubran reported that Pepe Engineering, Ltd. is in the process of revising the topographic survey to correspond with the latest datum published by the Federal Emergency Management Agency. No Board action was necessary.

DISCUSS OPERATIONS OF KLEINWOOD CENTRAL SEWAGE TREATMENT PLANT JOINT POWERS BOARD MEETING, DISCUSS SALE OF SURPLUS CAPACITY AND AUTHORIZE ANY NECESSARY ACTION

Director Lynch requested that written verification be provided by the District's engineer that the District has sufficient capacity to serve the District at ultimate development. Mr. Robinson noted that the minutes reflect that the Board accepted the engineer's projection that the District has approximately 300,000 gallons per day of excess sewage capacity to serve the District at ultimate development.

Mr. Robinson reported that responses have been received from all of the participants in the Kleinwood Central Sewage Treatment plant which indicated that they did not want to purchase Cypress Forest's excess capacity and waived the 90-day notice requirement under Section 3.3 of the Agreement Providing for the Ownership, Operation, Maintenance and Expansion of the Kleinwood Regional Wastewater Treatment Facilities, as amended (the "Agreement"). Following discussion, Director Jackson moved that the Board authorize ABHR to forward notice to Kleinwood M.U.D. that the District is ready to proceed with the sale of 75,000 gallons per day of excess capacity to Kleinwood M.U.D. for the price of \$3.15 per gallon. Director Petrick seconded the motion, which was approved by unanimous vote.

Following review and discussion, Director Jackson moved that the Board approve the engineer's report as presented. Director Lawrence seconded the motion, which was approved by unanimous vote.

DEVELOPER'S REPORT AND AUTHORIZE APPROPRIATE ACTION

No developer's report was presented.

ADOPT RESOLUTION REQUESTING RELEASE OF FUNDS FROM ESCROW, USE OF SURPLUS FUNDS AND CHANGE IN PROJECT SCOPE FOR REHABILITATION OF THE SANITARY SEWER LINES IN CHAMPION FOREST SECTIONS 1 AND 2

The Board concurred to table this item pending completion of the plans and specifications for the rehabilitation of the sanitary sewer lines in Champion Forest Sections 1 and 2.

OPERATOR'S REPORT

Mr. Haas reviewed the written maintenance and operations report, builder back charges, and invoices with the Board. A copy of the operator's report is attached. Mr. Haas reported that the one-month accountability for last month was 91.1% and the four-month accountability average was 93.0%. He answered questions from Board members regarding the accountability numbers. He reviewed charts of installed and

paid tap fees and a grease trap inspection report. He answered questions from Board members regarding tap fees. He next reported that 36 termination letters were mailed.

Mr. Haas reviewed with the Board the District's Consumer Confidence Report and answered questions from Board members. Mr. Robinson explained that the Consumer Confidence Report is annually reviewed by the Board. He stated that an item will be included on next month's agenda to approve distribution of the report to the District's residents.

Mr. Haas reported that testing was performed on commercial and esplanade meters. He recommended replacing ten to twelve meters for the approximate cost of \$4,000.

Mr. Haas reported that a resident located at 9402 Newforest experienced a sewage backup in her home in December 2004. He stated that the District's lines were checked and the District's facilities did not contribute to the backup. He stated that the resident has replaced her service line. He stated that a videotape of the line shows that grease is being introduced into the service line and settling. He stated that five homes are located on the line. No Board action was necessary.

Following review and discussion, Director Lawrence moved that the Board approve the operator's report as presented, including the replacement of the meters in the approximate amount of \$4,000. Director Jackson seconded the motion, which was approved by unanimous vote.

#### CONDUCT HEARING ON TERMINATION OF WATER SERVICE

Mr. Haas reported that the customers on the attached termination list were delinquent by more than 50 days and had been given written notice 10 days prior to this meeting of the opportunity to appear before the Board of Directors to explain, contest or correct the utility service bill and to show reason why the utility service should not be terminated because of nonpayment. Following discussion, Director Lawrence moved that since the residents were neither present at the meeting nor had presented any written statement on the matter, the utility service to those residents be terminated in accordance with the District's Rate Order. Director Jackson seconded the motion, which was approved by unanimous vote.

#### DISCUSS REVIEW OF OPERATOR'S CONTRACT

The Board concurred to table this item.

#### DISCUSS MATTERS RELATED TO NORTH HARRIS COUNTY REGIONAL WATER AUTHORITY

The Board concurred to table this item.

DISCUSS GARBAGE COLLECTION SERVICES AND AUTHORIZE APPROPRIATE ACTION

The Board next discussed the comments received on the returned garbage collection services surveys. In response to questions from Board members, Mr. Robinson stated that no evidence can be found indicating that the District committed to providing backdoor garbage collection services. He said that as a separate matter, if there are deed restrictions that provide for backdoor garbage collection services, the property owners can separately obtain those services. He stated that the District does not have the obligation to provide backdoor or any type of garbage collections services. He stated that the District is in the best position to administer garbage collections services to the District at a cheaper cost. Discussion ensued regarding the Champion Forest Maintenance Fund and deed restriction enforcement.

The Board next reviewed the final invoice submitted by Republic Waste Services ("Republic"). Discussion ensued regarding the failure of Republic to collect recycling placed in WCA's recycling bins. Mr. Robinson noted that the WCA bins are not the property of Republic and that Republic provided service for the month of January at WCA's lower rates. Discussion ensued regarding the estimated amount included on the invoice for the uncollected recycling. Following review and discussion, Director Lawrence moved that the Board approve payment of the final invoice as submitted. Director Jackson seconded the motion, which was approved by unanimous vote.

ADOPT AMENDED RATE ORDER AND AUTHORIZE APPROPRIATE ACTION

The Board concurred to table this item pending the March 15, 2005 deadline for receipt of the garbage collections services survey.

DISCUSS GUIDELINES FOR A DISTRICT WEB SITE AND AUTHORIZE APPROPRIATE ACTION

The Board concurred to table this item pending submission of all the Directors' comments.

RECEIVE REPORT FROM DIRECTOR PETRICK ON PARK MATTERS AND AUTHORIZE APPROPRIATE ACTION

Director Petrick next reported on his activities on behalf of the District to participate in the proposed development of a public park within the 462 acres of property being sold by Hewlett-Packard ("HP"). He reported that HP received 18 bids for the property. He stated that Linn Smyth formed a loose alliance of concerned groups and citizens to contact HP, the broker, Harris County, Harris County Flood Control District, the media and other utility districts to request assistance with ensuring that part of the property located within the flood plain be made available as a park for public access along the creek bed for a continuous trail to connect parks to the east and

west. He stated that the property is an important part of the Cypress Creek Greenway Project for preserving the floodway and creating a public access park that includes the large lake located on the northern portion of the property. He stated that the Cypress Creek Greenway Project plans for the development of a linear greenbelt containing a network of trails and bike paths bordering the banks of Cypress Creek to connect several anchor parks along the creek and its major tributaries in northwestern Harris County. He requested that the Board become involved in a letter campaign for this cause. Discussion ensued regarding the proposed development of the land. Mr. Robinson discussed the amendments to the Texas Constitution regarding park development and the trend for utility districts to coordinate together on such projects.

Director Petrick reported on his discussions with Dennis Johnston, Precinct 4 Parks Commissioner for Harris County and stated that he believes Harris County would pay for the maintenance of asphalt or concrete connecting trails from Cypress Creek east to Meyer Park and from Cypress Creek west toward the HP property. He stated that Harris County will not maintain crushed granite trails. He stated that at his request, Mr. Joubran identified the owners of the property fronting Cypress Creek on the north side. He requested that the Board consider developing a park and trail as part of the Cypress Creek Greenway Project. He reported on his meeting with Don Hand regarding the project and stated that Don Hand may be able to assist with obtaining right-of-way.

Mr. Robinson stated that there are two options for funding park projects, either with excess operating revenues or by use of bond proceeds after a successful election approving issuance of such bonds. He stated that in order to utilize bond proceeds after a successful election, a park master plan is necessary. He stated that park planners are very familiar with all of the regional park systems currently being constructed or planned, and are experts in the design standards and issues related to development of connecting parks. Ms. Smyth stated that the Cypress Creek Greenway Project needs to be included in the District's discussions for planning park development. She recommended that the Board consider utilizing the expertise of Legacy Land Trust. Following discussion, the Board authorized ABHR to obtain Statements of Qualifications from park planners and other experts in coordination with Director Petrick.

CONSIDER OPTIONS FOR PARTICIPATION WITH CHAMPION FOREST MAINTENANCE FUND IN PROJECTS FOR CIVIC IMPROVEMENT AND BEAUTIFICATION OF PUBLIC AREAS WITHIN THE DISTRICT AND AUTHORIZE APPROPRIATE ACTION

Director Lynch next reported on Director Petrick's coordination with the Champion Forest Maintenance Fund on behalf of the District to participate in projects for civic improvement and beautification of public areas within the District. He stated that the District should support the Champion Forest Maintenance Fund by paying for

the cost of the electricity for street lighting in the approximate amount of \$72,000 a year. Mr. Robinson stated that the District's budget must be amended to include an allocation for such costs on an annual basis and that the District would need to support all of the homeowners associations within its boundaries in the same manner. Discussion ensued regarding the activities that could be pursued by the Champion Forest Maintenance Fund with the funds that would be available if the District gave such monetary support. Director Petrick requested that Mr. Robinson research whether a separate fee can be charged by the District if the District pays for the cost of the electricity for street lighting.

SUCH OTHER MATTERS

There being no other matters to come before the Board, the meeting was adjourned.

[SIGNATURE PAGE FOLLOWS]

[SIGNATURE PAGE FOR THE MINUTES OF THE MARCH 1, 2005 BOARD MEETING]

(SEAL)

---

Secretary, Board of Directors

## ACTION ITEMS

- The District's consultants to begin preparation of the Preliminary Official Statement for issuing refunding bonds. The Board to hold a special meeting on Tuesday, March 29, 2005, 6:30 p.m., at the District's Administrative Building to review the Preliminary Official Statement.
- Mr. Joubran to obtain written proposals for installation of wrought iron fencing at the elevated storage tank site for review at the next regularly scheduled meeting.
- Ms. Shelnutt to invest the two maturing Certificates of Deposit where the highest interest rates can be obtained for a period of six months.
- Ms. Shelnutt to transfer \$145,000 from the Capital Projects Fund to the General Operating Fund.
- ABHR to file updated financial and operating data in accordance with the Continuing Disclosure Agreement for the District's Series 1995, 1996, 2003, and 2004 Bonds pursuant to SEC Rule 15c2-12.
- Mr. Robinson to revise Utility Bill Audit Agreement with The Legacy Group.
- Mr. Padron to prepare an operations efficiency report for the prior two years.
- Delinquent tax attorney to submit a status report and recommendations regarding delinquent tax accounts at the next regularly scheduled meeting.
- District's engineer is preparing plans and specifications for rehabilitation of the sanitary sewer lines in Champion Forest Sections One and Two.
- ABHR to forward notice to Kleinwood M.U.D. that the District is ready to proceed with the sale of 75,000 gallons per day of excess wastewater capacity to Kleinwood M.U.D. for the price of \$3.15 per gallon.
- Aqua Services to replace ten meters.
- Members of the Board to forward their comments on the guidelines for a District website to Ms. Cherne for distribution to Director Lawrence.
- ABHR to obtain Statements of Qualifications from park planners and other experts in coordination with Director Petrick.
- Mr. Robinson to research whether a separate fee can be charged by the District if the District pays for the cost of the electricity for street lighting.

LIST OF ATTACHMENTS TO MINUTES

	Minutes
	<u>Page</u>
public comment card .....	3
refunding bond schedules .....	3
Resolution Concerning Exemption of Residence Homesteads from Taxation .....	4
Exemption Study .....	4
bookkeeper's and investment reports .....	5
tax assessor/collector's report.....	6
Resolution Concerning Tax Collection Procedures .....	6
Resolution Providing for Additional Penalty for Tax Collection Costs.....	6
engineer's report.....	7
operator's report.....	8
termination list .....	9