

MINUTES  
CYPRESS FOREST PUBLIC UTILITY DISTRICT

September 19, 2017

The Board of Directors (the "Board") of Cypress Forest Public Utility District, (the "District"), met in special session, open to the public, on the 19<sup>th</sup> day of September, 2017, at the Cypress Forest Public Utility District Administrative Building, 16215 Champion Forest Drive, Spring, Texas 77379, inside the boundaries of the District, and the roll was called of the members of the Board:

Gregory DiCioccio	President
Thomas J. Petrick	Vice President
David Normand	Secretary
John N. Parker	Assistant Secretary
James B. Fryfogle	Assistant Vice President

and all of the above were present except Director Parker, thus constituting a quorum.

Also present for all or part of the meeting were Paul Cox, resident of the District; Barb Smith and Dana Khan of the Champion Forest Maintenance Fund ("CF HOA") and residents of the District; Glen Woodson of Storm Maintenance and Monitoring, Inc.; Andrew Phelps of Environmental Development Partners, LLC ("EDP"); Kim Shelnett of Myrtle Cruz, Inc.; Nabil Joubran of Pepe Engineering, Ltd. ("Pepe Engineering"); and Greer Pagan and Justine M. Cherne of Allen Boone Humphries Robinson LLP.

Director DiCioccio called the meeting to order.

HURRICANE HARVEY RELATED MATTERS

Director DiCioccio reported on his assessment of Harris County's removal of debris related to the impact of Hurricane Harvey in the District and discussed previously distributed cost estimates for debris collection and disposal services from WCA Waste Corporation of Texas, Cahaba Disaster Recovery, M. Marlon Ivy & Associates, Inc., and Storm Maintenance and Monitoring, Inc., copies of which are attached.

Mr. Woodson discussed Storm Maintenance and Monitoring, Inc.'s cost estimate for debris collection and disposal services. He stated that he has not been pre-approved by the Federal Emergency Management Agency ("FEMA") as a debris removal contractor and that FEMA may only provide reimbursement for debris removal by pre-approved contractors.

Ms. Smith addressed the Board to report on phone calls the CF HOA received from residents regarding mishandling of debris removal by private contractors, low water pressure in the mornings, and water safety concerns.

Mr. Woodson stated that he was a stormwater management and inspection consultant. He discussed concerns regarding the debris in the District, including the possible flow of debris through the storm sewers to Cypress Creek and the possibility of future drainage problems caused by the solidification of sheetrock material in the storm sewers. He stated that the estimated cost of installing curb and gutter protection only on streets containing debris was \$200.00 per stormwater inlet.

Director Petrick reported on his coordination with Harris County Commissioner R. Jack Cagle and other Harris County representatives on debris removal from the District. Following discussion, Ms. Smith stated that the CF HOA would coordinate notification of the District's residents regarding Harris County's requirements for debris removal.

Following review and discussion, Director Normand moved to authorize Director DiCioccio to execute a Service Agreement with Storm Maintenance and Monitoring, Inc. for installation of stormwater inlet protection as discussed in an amount not to exceed \$10,000.00. Director Fryfogle seconded the motion, which was approved by unanimous vote.

Mr. Phelps reported on the status of damage to the District's facilities at water plant no. 2 caused by Hurricane Harvey. He stated that all of the equipment in water plant no. 2 was impacted by flood water, including all electrical and chemical equipment, the four booster pump motors, and the North Harris County Regional Water Authority's surface water controls, and that the generator's transfer switch was damaged. He reported that the main breaker for the plant needs to be replaced to restore electrical power to the facility and reported on ongoing efforts to obtain a replacement breaker.

Mr. Phelps reported that water plant no. 1's supply was being supplemented through the District's interconnect with Harris County Water Control Improvement District No. 114 ("HCWCID No. 114") through September 18, 2017. He stated that the District's interconnect with Cy-Champ Public Utility District is now supplementing the District's water supply. He stated that the District's water continues to meet all necessary drinking water requirements. Following discussion, the Board concurred that the previous emergency authorization for EDP to begin repairs of the damaged facilities at water plant no. 2 would remain in effect.

Mr. Phelps discussed increased water demand within the District and implementing the District's Drought Contingency Plan. Following discussion, the Board authorized Mr. Phelps to determine whether HCWCID No. 114 would agree to

re-open its interconnect with the District to assist with meeting water demand within the District.

Discussion ensued regarding temporarily renting a generator until the District's generator is repaired or replaced. Following discussion, Director Normand moved to authorize EDP to rent a generator for the District's water plant no. 2 for approximately \$6,500.00 per month in an amount not to exceed \$50,000.00. Director Fryfogle seconded the motion, which was approved by unanimous vote.

Director Normand reported on the status of damage to the District's facilities in Cypress Forest Park caused by Hurricane Harvey. He stated that all of the controllers for the irrigation system were damaged and will need to be replaced. He recommended removing two damaged trees due to safety concerns and stated that Champions Hydro-Lawn, Inc.'s cost estimate for removal of the two trees is \$1,600.00. Following discussion, Director Normand moved to authorize Champions Hydro-Lawn, Inc. to remove two trees damaged by Hurricane Harvey from Cypress Forest Park in the amount of \$1,600.00. Director Petrick seconded the motion, which was approved by unanimous vote.

#### ADOPT BUDGET FOR FISCAL YEAR END SEPTEMBER 30, 2018

Ms. Shelnutt reviewed a draft budget for fiscal year end September 30, 2018, and charts outlining scheduled debt service and loan payments, copies of which are attached. Following discussion, Director Normand moved to adopt the budget for fiscal year end September 30, 2018, as presented. Director Petrick seconded the motion, which was approved by unanimous vote.

#### WASTEWATER CONVEYANCE PROJECT

Mr. Joubran reported that Champions Municipal Utility District ("Champions MUD") repaired damage to its wastewater treatment plant caused by Hurricane Harvey and no longer requires temporary use of the District's sanitary sewer facilities to transport its sewage flow to the Kleinwood Regional Wastewater Treatment Plant (the "KRWTP").

The Board discussed Champions MUD's proposed project to construct a dedicated force main to permanently convey its wastewater to the KRWTP. Mr. Joubran reported that the engineers for Champions MUD have requested that Pepe Engineering coordinate with them on behalf of the District to finalize an alternative route for the dedicated wastewater force main through a proposed easement on the District's Raveneaux Country Club lease tract to be granted by the District, and provide the route to the KRWTP's engineers for consideration when re-designing the routing and metering location for the proposed effluent lines. The Board reviewed and discussed proposed routing options for the dedicated wastewater force main through

the District's Raveneaux Country Club lease tract, including a route located north of the trail due to erosion concerns. Following review and discussion, the Board authorized Pepe Engineering to coordinate with the engineers for Champions MUD on determining a finalized route for the wastewater force main through the District's Raveneaux Country Club lease tract for Board review.

#### MEETING SCHEDULE, LOCATION, AND AGENDA

The Board discussed its meeting schedule, location, and items for inclusion on its meeting agenda. Following discussion, the Board re-confirmed its regular meeting will be held at 4:00 p.m. on October 3, 2017, at the District's Administrative Building, to allow for the District's participation in the CF HOA's National Night Out Event.

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

[SIGNATURE PAGE FOR THE MINUTES OF THE SEPTEMBER 19, 2017, BOARD MEETING]



Secretary, Board of Directors

(SEAL)



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