

## **SPRING CREEK FOREST PUBLIC UTILITY DISTRICT**

Minutes of Meeting of Board of Directors

April 11, 2017

The Board of Directors (“Board”) of Spring Creek Forest Public Utility District (“District”) met at 2727 Allen Parkway, Suite 1100, Houston, Texas, on April 11, 2017, in accordance with the duly posted notice of said meeting, with a quorum of directors present, as follows:

R. W. (Rick) Kehlenbach, President  
Derek D. Drawhorn, Vice President/Treasurer  
Janet E. Frakes, Secretary  
Wayne Cherry, Director  
Tom Buffington, Director

and the following directors absent:

None.

Also present were Ms. Claudia Redden, representing the District’s bookkeeper; Mr. Jeff Sonnheim, representing the District's tax assessor/collector; Mr. Mark Ivy, representing the District's operator; Ms. Amber Hurd, representing the District’s engineer; and Ms. Lori G. Aylett, attorney for the District.

The President called the meeting to order and declared it open for such business as might properly come before it.

1. Minutes of the meeting held March 14, 2017 were presented for the Board's review and approval. Upon motion duly made, seconded and unanimously carried, the Board approved the minutes as presented.

2. Mr. Jeff Sonnheim presented the tax assessor/collector’s report, a copy of which is attached. The report reflects that 2016 taxes are 97.8% collected. All prior years are over 99% collected or better. Five checks were presented for the Board’s review and approval. Upon unanimous vote, the Board approved the tax assessor/collector's report as presented.

3. Mr. Mark Ivy presented an operations report, a copy of which is attached. The District accounted for 96.84% of the water produced during the month of February. The District billed \$71,247.33 and collected \$72,656.26. The District has 809 connections. 5.955 million gallons of water came from the North Harris County Regional Water Authority, and the District pumped 0.498 million gallons of water from its wells. The operator reported that the lift station on Louetta Road was tagged with graffiti. The operator reported that the posts on the concrete fence are failing, and the fence has not lasted as many years as the Board had hoped when they spent money for the concrete option. The Board authorized the operator to obtain bids for both wood and concrete fencing, so that the Board may consider the alternatives. The

engineer will assist with the project. Upon unanimous vote, the Board approved the operations report as presented.

4. Ms. Amber Hurd presented an engineer's report. The engineer reported that she is addressing comments from the City of Houston and Harris County on the force main replacement project. The engineer and attorney reported that the District does not appear to have a formal agreement with Harris County Municipal Utility District No. 316 regarding pipe supports. MUD 316 has a sewer line that uses the same pipe supports as the District's old force main. The attorney has had preliminary discussions with the attorney for MUD 316. MUD 316 has indicated that they are willing to assume responsibility for pipe supports once the District moves its force main. Upon unanimous vote, the Board approved the engineer's report as presented.

5. Director Cherry communicated with Waste Management representatives regarding procedures for garbage collection and actions being taken by that company to resolve customer complaints that recently came to the Board's attention. Director Cherry asked that the attorney make sure Waste Management representatives receive the District's monthly meeting notice. There was discussion regarding whether the District should solicit garbage collection bids. The attorney will place an item on the next agenda for the board to discuss whether to solicit bids.

6. Ms. Claudia Redden presented the bookkeeper's report, a copy of which is attached. There was discussion regarding charges for garbage and sewer. The bookkeeper reported that the District is breaking even and not getting money from sewer collections to pay capital costs associated with the Bammel plant. However, the District's overall financial position continues to be strong. After discussion, upon unanimous vote, the Board approved the bookkeeper's report and payment of the bills listed thereon.

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

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Secretary