

SPRING CREEK FOREST PUBLIC UTILITY DISTRICT

Minutes of Meeting of Board of Directors

May 9, 2017

The Board of Directors (“Board”) of Spring Creek Forest Public Utility District (“District”) met at 2727 Allen Parkway, Suite 1100, Houston, Texas, on May 9, 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
Wayne Cherry, Director
Tom Buffington, Director

and the following directors absent:

Janet E. Frakes, Secretary.

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; Ms. Tiana Smith, representing Waste Management; 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. In the absence of the Secretary, Director Cherry was appointed Secretary Pro Tempore.

1. Minutes of the meeting held April 11, 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 97.9% collected. All prior years are over 99% collected or better. Two checks were presented for the Board’s review and approval. The tax assessor expects receipt of preliminary tax values in the District at the end of this month. 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 94.3% of the water produced during the month of March. The District billed \$84,175.25 and collected \$73,987.96. The District has 809 connections. 7.633 million gallons of water came from the North Harris County Regional Water Authority, and the District pumped 1.046 million gallons of water from its wells.

The operator presented quotes for both wood and concrete fencing at the lift station on Louetta Road. Right Fence Company provided a quote for installation of a cedar fence at a cost of \$6,643 and a quote for installation of a SimTek concrete fence at a cost of \$15,935. Demolition of the existing fence would cost an additional \$1,800. The Board deferred decision

until next month so that the members could have an opportunity to review the information in more detail.

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 identifying areas in the District where temporary construction easements will be needed for the force main replacement project.

The engineer reported that Bammel UD reviewed the plans for the force main replacement and requested information about the District's ultimate pumping capacity. The District may be able to lower pump capacity and line size capacity, which would reduce costs. Bammel also asked for information on the District's lift stations and sanitary sewer rehabilitation work, which the District engineer provided.

The engineer responded to a request for fees to serve the Park and Sell lot at 6515 Louetta Road.

Upon unanimous vote, the Board approved the engineer's report as presented.

5. The Board conducted its annual review of the Code of Ethics. The attorney provided copies for each Board member and reminded them of their ongoing requirement to conduct District business in accordance with the Code of Ethics. The attorney noted that she did not have any recommended changes to the document.

6. Tiana Smith of Waste Management addressed the Board and reported that she will now be the District's liaison as Shanna Lopez had been promoted. Ms. Smith inquired about issues the District may be experiencing with Waste Management. She provided the Board with information about the company's services. The Board noted that the District did not have any particular issues with the services or the contract with Waste Management, which expires September 30, 2017. The Civic Association for Spring Creek Forest receives several phone calls regarding the service and has always been active in dealing with the garbage contractor, even though the contract is ultimately with the District. Recently, the Civic Association sent information about the hours of collection to residents, and there has been a lot of discussion about the services in the neighborhood. Ms. Smith stated that she would make contact with the Civic Association and attend a meeting to address residents' concerns in that forum.

7. Ms. Claudia Redden presented the bookkeeper's report, a copy of which is attached. 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.

Secretary