

SPRING CREEK FOREST PUBLIC UTILITY DISTRICT

Minutes of Meeting of Board of Directors

December 12, 2017

The Board of Directors (“Board”) of Spring Creek Forest Public Utility District (“District”) met at 2817 W. Dallas, Houston, Texas, on December 12, 2017, in accordance with the duly posted notice of said meeting, with a quorum of directors present, as follows:

R. W. (Rick) Kehlenbach, President
Wayne Cherry, Vice President
Janet E. Frakes, Secretary
Tom Buffington, Director
Kennon Evett, Jr., Director

and the following was 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; Mr. Johnson; 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 November 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. Mark Ivy presented an operations report, a copy of which is attached. The District accounted for 98.18% of the water produced during the month of October. The District billed \$98,355.19 and collected \$92,408.85. The District has 809 connections. 9.329 million gallons of water came from the North Harris County Regional Water Authority, and the District pumped 2.084 million gallons of water from its wells.

The operator requested write-off of eight uncollectible accounts in the total amount of \$1,141.96. Director Frakes reported that she knew one of the people on the list and could contact them regarding collection. After discussion, the Board approved write-off of the seven remaining uncollectible accounts as requested.

Upon unanimous vote, the Board approved the operations report as presented.

3. Ms. Amber Hurd presented an engineer’s report. The engineer reported that plans for the force main replacement project have been approved and are out for bids. A prebid meeting is scheduled for tomorrow. The engineer is working on scheduling a meeting with the resident that was displeased by the restoration of property following the force main

break in 2015. The resident recently made contact at a public hearing to discuss the force main replacement project.

The engineer reported that the Bammel wastewater treatment plant bids came in under budget. The District's share of the cost is \$473,542.02. The District's budgeted amount was \$760,500.

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

4. Mr. Jeff Sonnheim presented the tax assessor/collector's report, a copy of which is attached. The report reflects that 2017 taxes are 11.2% collected. All prior years are over 99% collected or better. Six checks were presented for the Board's review and approval. Upon unanimous vote, the Board approved the tax assessor/collector's report as presented.

5. The Board tabled consideration of renewal of the storm water quality permits for Cypress Trace Detention and Spring Creek Court Detention until next month.

6. Lori Aylett reported that pursuant to Texas law, all entities with the power of eminent domain must annually submit certain information to the Texas Comptroller. The District will be required to submit not later than February 1st of each year a report containing records and other information needed for the Controller's eminent domain database, including the following: (i) name, (ii) address and public contact information, (iii) the name of a representative and their contact information, (iv) the type of entity, (v) each provision of law that grants the District eminent domain authority, (vi) the focus or scope of eminent domain authority, (vii) the earliest date on which the District had the authority to exercise eminent domain, (viii) the District's taxpayer identification number, if any, (ix) whether the District exercised its eminent domain authority in the preceding calendar year by filing a condemnation petition, and (x) the District's website address or, if it does not have one, the contact information to enable a member of the public to obtain information from the District. The attorney requested that the Board authorize her office to file the annual report with the Texas State Comptroller not later than the February 1, 2018 deadline. Upon unanimous vote, the Board authorized the attorney to make the submission as required by law.

7. Claudia Redden presented a 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.

8. Under pending business, Director Cherry reported that he received a request from a resident, Jo Vonna Hill, for annexation of two acres and access through the District's water plant site. The attorney will place an item on the next agenda for consideration of the requests.

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

Secretary