

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

### Minutes of Meeting of Board of Directors

October 9, 2018

The Board of Directors ("Board") of Spring Creek Forest Public Utility District ("District") met at 2727 Allen Parkway, Suite 1100, Houston, Texas, on October 9, 2018, 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

and the following was absent:

Tom Buffington, Director  
Kennon Evett, Jr., Director.

Also present were Ms. Jennifer Landreville, representing the District's tax assessor/collector; Mr. Mark Ivy, representing the District's operator; Mr. Jason Eldridge, 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 September 11, 2018 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. Ms. Jennifer Landreville presented the tax assessor/collector's report, a copy of which is attached. The report reflects that 2017 taxes are 99.5% collected. Two 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. The President opened a public hearing on the proposed 2018 tax rate. The tax assessor confirmed publication of the proposed tax rate of \$0.47 per \$100 assessed valuation. No members of the public wished to address the Board regarding the proposed tax rate, and the President declared the public hearing closed.

4. There was presented the attached Order Setting Tax Rate, Approving Tax Roll, and Levying Debt Service Tax and Maintenance and Operation Tax for the Year 2018. The order reflected a debt service tax rate of \$0.27 per \$100 assessed valuation and a maintenance and operations tax of \$0.20 per \$100 assessed valuation. Upon unanimous vote, the Board approved the Order as presented.

There was presented the Amendment to Statement of Directors Furnishing Information Required by Section 49.455(b), Texas Water Code, as Amended. The attorney noted that the Amendment to Statement of Directors is updated anytime the District adopts a new

tax rate and is filed in the real property records of Harris County. Potential purchasers of property are on notice that they are located in a water district and they are on notice as to the current tax rate of the District and other related District information. Upon unanimous vote, the Board approved the Amendment to Statement of Directors as presented and authorized its execution by all Board members present.

5. Mr. Mark Ivy presented an operations report, a copy of which is attached. The District accounted for 96.24% of the water produced during the month of August. The District billed \$118,093.06 and collected \$108,935.19. The District has 809 connections. 10.123 million gallons of water came from the North Harris County Regional Water Authority, and the District pumped 3.776 million gallons of water from its wells. Upon unanimous vote, the Board approved the operations report as presented.

6. Mr. Jason Eldridge presented an engineer's report, a copy of which is attached. The engineer reported the contractor for the force main reconstruction project has installed 3,000 linear feet of force main, and is on pace for installation of 500 linear feet per week. The engineer recommended approval of Pay Application No. 1 in the amount of \$290,985. The engineer reported they are reviewing construction plans for a proposed office behind the Dairy Queen. Upon unanimous vote, the Board approved the engineer's report as presented and approved the pay application as presented.

7. The Board considered amending the District's rate order to address the change in garbage service contractor. After discussion, the Board decided that no changes are needed at this time.

8. The Board reviewed 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.

9. The Board noted the need to engage an auditor to audit the books and records of the District for the fiscal year ending November 30, 2018. Upon unanimous vote, the Board approved the engagement of Breedlove & Co. to audit the books and records for the fiscal year ending November 30, 2018.

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

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Secretary