

MINUTES
HARRIS COUNTY MUNICIPAL UTILITY DISTRICT NO. 81
OF HARRIS COUNTY, TEXAS

March 25, 2021

The Board of Directors (the "Board") of Harris County Municipal Utility District No. 81 (the "District") met in regular session by teleconference, with access by telephone available to the public, pursuant to Texas Government Code Section 551.125 and Governor Greg Abbott's emergency disaster declaration dated March 13, 2020, on the 25th day of March, 2021, and the roll was called of the members of the Board being present by telephone:

George Goff	President
Patrick Cathcart	Vice President
Bruce Cox	Secretary
Donna Brown	Treasurer
Michael Olsen	Assistant Secretary

and all of said persons were present, thus constituting a quorum.

Also attending the teleconference were Eric Hansen, President of the West Harris County Regional Water Authority (the "Authority"); Joe Hallmark, the District's website vendor; Mary Lutz of McLennan & Associates, L.P. ("McLennan"); Doug Baker and Kate Hallaway of BGE, Inc. ("BGE"); Ray Arce of Wheeler & Associates, Inc.; Charlie Chapline of Municipal District Services, L.L.C. ("MDS"); Starr Johnson and Doris Vogt, District employees; and Katie Carner and Kim Cannon-Griffin of Allen Boone Humphries Robinson LLP ("ABHR").

Ms. Carner reviewed certain recommended protocols for conducting the District's meeting via teleconference. She announced that the meeting was being recorded and that consultant reports presented at the meeting were posted online and available to the public in the form of an "agenda packet" prior to the start of the meeting at www.districtdirectory.org/agendapackets/hcmud81.

PUBLIC COMMENT

Mr. Hallmark introduced himself on the call and reminded the Board that he is the current website provider for the District. He commented regarding updates to the website posted during and following the winter storm event. Director Goff stated website matters would be discussed under Item 9.c.

MINUTES

The Board considered approving the minutes of the February 25, 2021, regular meeting. After discussion, Director Cathcart moved to approve the minutes of the February 25, 2021 meeting. Director Cox seconded the motion. A roll call of the Board was taken and the motion passed by unanimous vote, with all directors voting "yea."

TAX ASSESSOR/COLLECTOR REPORT

Mr. Arce reviewed the tax assessor/collector's report for the month of February 2021, a copy of which is attached. He stated the report reflects that the District's 2020 taxes were 93.24%? collected as of the end of February. After discussion, Director Brown moved to approve the tax assessor/collector's report and pay the bills from the tax account. Director Cathcart seconded the motion. A roll call of the Board was taken and the motion passed unanimously, with all directors voting "yea."

Mr. Arce distributed the Business Sales Tax Report, a copy of which is attached.

Mr. Hallmark exited the meeting call.

REVIEW PROPOSALS FOR DISTRICT WEBSITE AND TEXT/EMAIL ALERTS, AND, IF APPRIOPRIATE, APPROVE RELATED SERVICE AGREEMENT AND AUTHORIZE TERMINATION OF EXISTING AGREEMENT

The Board discussed the previously presented proposal from MDS for email and text alerts. Discussion ensued regarding the website proposals submitted by Off Cinco, Touchstone, e-Siteful and Triton.

Mr. Hansen discussed the importance of resident communications during emergency situations. He discussed the Authority's website service provider, communication during Winter Storm Uri, and actions the Authority is undertaking to enhance communications.

Mr. Hallmark reentered the meeting call.

Mr. Hallmark discussed the District's current website and additional services he can provide. He stated he charges an \$80.00 hourly rate for work associated with email and text alerts, but that he did not have an exact quote for the service.

After discussion, the Board requested a proposal for text and email alerts from Mr. Hallmark for review at the next meeting.

BOOKKEEPER'S REPORT

The Board reviewed the bookkeeper's report, a copy of which is attached. Ms. Lutz reviewed each District account and the bills to be paid, as well as a budget to actual comparison.

Ms. Lutz requested approval of one additional check in the amount of \$160.00 payable to Fisk Electric for work on the security cameras.

After discussion, Director Cathcart moved to approve the bookkeeper's report and the checks presented for payment, including the additional check, as discussed. Director Olsen seconded the motion. A roll call of the Board was taken and the motion passed unanimously, with all directors voting "yea."

OPERATOR'S REPORT

Mr. Chapline distributed and reviewed a written operator's report, a copy of which is attached.

Mr. Chapline reported there are seven accounts totaling \$1,155.73, deemed to be uncollectible and requested authorization to write off said accounts and turn them over to a collection agency.

Mr. Chapline stated that due to previously discussed water plant upgrades in Nottingham Municipal Utility District ("Nottingham"), Nottingham will be utilizing its interconnects with the District and Memorial Municipal Utility District for the next few months while the upgrades are underway.

After discussion, Director Cox moved to approve the operator's report and write off seven delinquent accounts totaling \$1,155.75, which are deemed not to be collectible, submit same to a collection agency, and direct that the uncollectible account list be filed appropriately and retained in the District's official records. Director Cox seconded the motion. A roll call of the Board was taken and the motion passed unanimously, with all directors voting "yea."

APPROVE ANNUAL REPORT ON IMPLEMENTATION OF WATER CONSERVATION PLAN AND AUTHORIZE SUBMITTAL TO THE TEXAS WATER DEVELOPEMENT BOARD

There was no discussion on this matter.

CONDUCT ANNUAL REVIEW OF DROUGHT CONTIGENCY PLAN

There was no discussion on this matter.

AUTHORIZE OPERATOR TO PREPARE ANNUAL WATER LOSS AUDIT

There was no discussion on this matter.

IDENTIFY THEFT PREVENTION PROGRAM

There was no discussion on this matter.

TERMINATION OF SERVICE

The Board next considered termination of utility service to delinquent accounts.

Mr. Chapline reviewed a letter from Harris County Judge Lina Hidalgo requesting that municipal utility districts suspend termination of utility service to delinquent accounts and waive new late charges until April 30, 2021 due to the Freeze Event, a copy of which is attached to the operator's report.

After review and discussion, Director Brown moved to suspend termination of utility service for customers on the termination list and the assessment of any penalty and interest charges for late payments through April 30, 2021. Director Cox seconded the motion, which passed by unanimous vote, following a roll call vote.

ENGINEER'S REPORT

Mr. Baker presented the engineer's report, a copy of which is attached.

MEMORIAL PARKWAY, SECTIONS 1 AND 2, SANITARY SEWER LINE REHABILITATION

Mr. Baker stated that Texas Pride Utilities is the contractor for this project. He stated the total amount of the project is \$705,664.10.

REPORT ON HARRIS COUNTY STORM SEWER AND DRAINAGE FACILITY IMPROVEMENTS

Mr. Baker stated that BGE currently is under contract with Harris County for the design of the drainage improvements for Memorial Parkway and Cimarron Sections 2, 3, 4 and 5. He stated design of both projects is underway.

Mr. Baker stated that Harris County has redefined the Memorial Parkway project. He stated the project will include additional detention/mitigation volume.

WATER PLANT NOS. 1, 2 AND 4 GROUND STORAGE TANK ALTERNATE
FILL LINE INSTALLATION

Mr. Baker stated that BGE has submitted the design plans to the Texas Commission on Environmental Quality ("TCEQ").

DISINFECTION SYSTEM UPGRADES AT WATER PLANT NOS. 1, 2, 3 AND 4

Mr. Baker stated that BGE has submitted the design plans to the TCEQ.

CAPITAL IMPROVEMENT PLAN

Mr. Baker reviewed an updated capital improvement plan, a copy of which is attached to the engineer's report.

DISCUSS POTENTIAL POCKET PARK NEAR MASON CREEK HIKE AND
BIKE TRAIL

There was no discussion on this matter.

RISK AND RESILIENCE ASSESSMENT

Mr. Baker stated that BGE has begun preparation of the Risk and Resilience Assessment.

POTENTIAL WINTERIZATION IMPROVEMENTS

Mr. Baker reported on performance of the District's facilities during Winter Storm Uri, and proposed improvements to same. He reviewed a list of recommendations, a copy of which is included in the engineer's report.

Mr. Baker specifically discussed the replacement of the water plant no. 2 generator in the approximate amount of \$275,000.00 and funding of same. Ms. Carner stated the District can use surplus bond funds upon submitting a notice letter to the TCEQ. Mr. Baker then discussed an engineering proposal from BGE for the generator replacement in the amount of \$35,000.00.

Following review and discussion and based on the engineer's recommendation, Director Cox moved to (1) approve the engineer's report; (2) approve the BGE proposal in the amount of \$35,000.00 for engineering services related to the generator replacement at the water plant no. 2; and (3) authorize ABHR and BGE to submit a notice letter to the TCEQ for the use of surplus bond funds for the generator replacement project. Director Olsen seconded the motion, following a roll call vote.

WEST MEMORIAL MUNICIPAL UTILITY DISTRICT ("WEST MEMORIAL")
SEWAGE TREATMENT PLANT MEETING AND PROPOSED PLANT
IMPROVEMENTS

Director Cox updated the Board on the West Memorial Plant site and reported on the West Memorial Sewage Treatment Plant meeting.

OPERATION, REPAIR, AND MAINTENANCE OF ADMINISTRATIVE OFFICE AND
DISTRICT WEBSITE AND EMPLOYMENT MATTERS

DISCUSS SECURITY CAMERAS AND EQUIPMENT MAINTENANCE AND
RELATED PROPOSALS, INCLUDING FISK ELECTRIC PROPOSAL FOR
CAMERA EQUIPMENT WIRING MODIFICATIONS

Ms. Johnson updated the Board on the information regarding potential modifications to the security cameras. She stated the existing Internet service may not be needed to view the camera recordings; however, to view the recordings, they will have to be seen at the original recording location. Ms. Johnson discussed a proposal in the amount of \$4,670.00 from Fisk Electric for camera equipment modifications to operate the cameras without Internet access.

Discussion ensued regarding the Cinco Regional Sewage Treatment Plant and Internet access needed for the security camera monitoring. Ms. Johnson stated she will discuss this with the current provider.

After discussion, Director Olsen moved to approve the proposal from Fisk Electric in the amount of \$4,670.00, for the equipment modifications for the security cameras and a related Service Agreement for same. Director Cathcart seconded the motion. A roll call of the Board was taken and the motion passed unanimously, with all directors voting "yea."

UPDATE ON AIR CONDITIONER REPLACEMENT

Ms. Johnson stated the air conditioning compressor in the attic has failed at the District administration building. She stated a proposal has been received from True Fix A/C and Heating in the amount of \$18,863.00 to replace the unit, and the Board approved the True Fix proposal at the Cinco Regional Sewage Treatment Plant meeting last week. Ms. Johnson stated that True Fix will begin the replacement of the air conditioner compressor next week.

WEST HARRIS COUNTY REGIONAL WATER AUTHORITY ("AUTHORITY")

Mr. Hansen discussed Authority capital improvement projects currently in progress. He also discussed the water supply issues during Winter Storm Uri.

2021 BOND ELECTION

Ms. Carner discussed procedures for the upcoming bond election.

APPROVE SECOND QUARTER DISTRICT NEWSLETTER

Ms. Carner presented and reviewed a draft of the second quarter 2021 District newsletter, a copy of which is attached. Discussion ensued regarding the topics included in the newsletter. After discussion, the Board concurred to approve the draft newsletter, and authorize distribution of same, subject to final review.

BOOKKEEPER'S REPORT (CONT'D)

Director Olsen inquired about the Association of Water Board Directors ("AWBD") parks meetings and attendance at same. Ms. Cannon stated there is a \$45.00 registration fee per meeting. After discussion, Director Cox moved to authorize director attendance at the AWBD parks meetings. Director Cathcart seconded the motion, which passed unanimously following a roll call vote.

There being no further business to come before the Board, the Board concurred to adjourn the meeting.



Secretary, Board of Directors

(SEAL)



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