

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

November 18, 2021

The Board of Directors ("Board") of Harris County Municipal Utility District No. 81 of Harris County, Texas (the "District"), met in regular session, open to the public, at 805 Hidden Canyon Drive, Katy, Texas 77450, inside the boundaries of the District, on the 18th day of November, 2021, and the roll was called of the members of the Board:

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 meeting were Ryan Fortner of Revenue Management Services ("RMS"); Renee Butler of McLennan & Associates, L.P. ("McLennan"); Kate Hallaway of BGE, Inc. ("BGE"); Isabelle Mata of Wheeler & Associates, Inc. ("Wheeler"); Charlie Chapline of Municipal District Services, L.L.C. ("MDS"); Starr Johnson and Doris Vogt, District employees; and Katie Carner and Kim Cannon of Allen Boone Humphries Robinson LLP ("ABHR").

PUBLIC COMMENTS

There were no public comments.

MINUTES

The Board considered approving the minutes of the October 28, 2021, regular meeting. After discussion, Director Olsen moved to approve the minutes of the October 28, 2021, meeting. Director Brown seconded the motion, which passed by unanimous vote.

TAX ASSESSOR/COLLECTOR REPORT

Ms. Mata reviewed the tax assessor/collector's report for the month of October 2021, a copy of which is attached. She stated the report reflects that the District's 2021 taxes were 2.98% collected as of the end of October. After discussion, Director Cox moved to approve the tax assessor/collector's report and pay the bills from the tax account. Director Cathcart seconded the motion, which passed by unanimous vote.

REPORT FROM RMS ON BUSINESSES PAYING SALES TAX

Mr. Fortner stated the sales tax audit of District businesses has begun. A copy of the sales tax report update is attached. He stated the preliminary review indicated some updates may be needed, and he will coordinate with the City of Houston regarding same.

BOOKKEEPER'S REPORT

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

Ms. Butler requested approval of two additional checks, check nos. 1147 and 1148, in the amounts of \$100.00 and \$155.45, respectively, both payable to Starr Johnson for her work at the Shred event and reimbursement for the catering expenses for the Board meeting.

BUDGET FOR FISCAL YEAR END DECEMBER 31, 2022

Ms. Redden distributed and reviewed a draft budget for fiscal year end December 31, 2022, a copy of which is attached to the bookkeeper's report. Discussion ensued regarding the inspection fee item.

After review and discussion, Director Brown moved to (1) approve the bookkeeper's report, and the checks presented for payment, including the two additional checks, as discussed; and (2) adopt the budget for fiscal year end December 31, 2022, as revised. Director Cathcart seconded the motion, which passed by unanimous vote.

GARBAGE AND RECYCLING MATTERS, INCLUDING PROPOSALS FOR SPRING 2022 COMMUNITY SHRED EVENT

Ms. Carner discussed a proposal provided by Best Trash in the amount of \$600.00 from West Houston Document Destruction for the spring 2022 shred event to be held on April 30th from 9:00 a.m. to 12:00 p.m. A copy of the proposal is attached. After discussion, Director Cox moved to approve the proposal in the amount of \$600.00 and for the spring shred event to be held on April 30, 2022. Director Cathcart seconded the motion, which carried by unanimous vote.

OPERATOR'S REPORT

Mr. Chapline distributed and reviewed the operator's report, a copy of which is attached. He stated the water accountability for the month is 94%.

Mr. Chapline discussed proposed improvements in the estimated amount of \$16,950.00 each for the water plant nos. 1, 2 and 4 and in the amount of \$8,650.00 for water plant no. 2 to improve performance during low temperature events. Discussion ensued.

UPDATE ON VALVE REPAIRS

Mr. Chapline updated the Board on the status of the valve repairs and stated that 60 percent of the priority one repairs are complete.

UPDATE ON REPAIRS OF ADMINISTRATION BUILDING SIDEWALKS

Mr. Chapline stated the sidewalk repairs are in process. Discussion ensued regarding necessary regrading work adjacent to the raised panels. Mr. Chapline stated MDS will complete any necessary regrading and landscape repairs following completion of the sidewalk repairs.

PROPOSAL FOR WATER PLANT NO. 4 LANDSCAPING IMPROVEMENTS

The Board reviewed a proposal in the amount of \$885.00 from Custom Cutters for tree trimming and vegetation removal at water plant no. 4.

After discussion, Director Olsen moved to (1) approve the operator's report; and (2) authorize MDS to complete the improvements to water plant nos. 1, 2, 3 and 4 to improve performance during low temperature events for a total estimated amount of 459, 500.00; and (3) approve the proposal from Custom Cutters in the amount of \$885.00 for tree trimming and vegetation removal at water plant no. 4. Director Cathcart seconded the motion, which passed by unanimous vote.

TERMINATION OF SERVICE

The Board next conducted a hearing regarding termination of water and sewer services. Mr. Chapline presented to the Board a list of delinquent customers. Ms. Johnson informed the Board that all of the residents on the delinquent customer list were delinquent in payment of utility bills and were given written notification prior to the meeting of the opportunity to appear before the Board of Directors to explain, contest, or correct their utility service bills and show reason why utility services should not be terminated for reasons of nonpayment. She stated that no residents have requested an extension for payment of delinquent accounts to date. Director Olsen then moved to suspend termination of delinquent accounts for the month of November. Director Cox seconded the motion, which passed unanimously.

ENGINEER'S REPORT

Ms. Hallaway presented the engineer's report, a copy of which is attached.

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

Ms. Hallaway stated that Texas Pride Utilities is the contractor for this project. She stated the total amount of the project is \$705,664.10. Discussion ensued regarding resident notification and contractor access matters.

PARK YORK FORCE MAIN REPLACEMENT

Ms. Hallaway stated BGE is currently developing plans and specifications for the relocation of the force main to the east side of T-103. Discussion ensued regarding the project.

HARRIS COUNTY STORM SEWER AND DRAINAGE FACILITY IMPROVEMENTS, INCLUDING ADDITIONAL DETENTION/MITIGATION, AND JOINT PARTICIPATION INTERLOCAL AGREEMENT

Ms. Hallaway 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. She stated designs for both projects are underway.

Ms. Hallaway stated that Harris County has redefined the Memorial Parkway project. She stated the project will include additional detention/mitigation volume. She stated the project plans are ongoing and advertisement for bids for the Cimarron sections 2, 3, 4 and 5 project will be scheduled sometime in the near future. The Board requested that Ms. Hallaway coordinate with Harris County regarding a potential town hall to discuss the Cimarron drainage improvement project.

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

Ms. Hallaway stated the contractor for the water plant nos. 1, 2 and 4 ground storage tank fill line installation is Blastco Texas, Inc. She stated the pre-construction meeting was held on October 28, 2021.

Discussion ensued regarding the cost of this project in the amount of \$404,230.00, and surplus funds available for use. Ms. Carner stated the District can use surplus bond funds upon submitting a notice letter to the Texas Commission on Environmental Quality ("TCEQ"). The Board discussed potentially including the water plant nos. 1-4 improvements MDS will be undertaking to improve performance in low temperature events in the notice letter.

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

Ms. Hallaway stated that W. W. Payton Inc. is the contractor for this project. She stated the pre-construction meeting will be scheduled.

GIS PROGRAM

Ms. Hallaway discussed the GIS program to monitor and maintain the status and location of District facilities, including the District's valve statuses. She discussed a proposal for approximately \$3,000.00 to 4,000.00 for the preparation of the GIS program.

WATER PLANT NO. 2 GENERATOR REPLACEMENT

Ms. Hallaway stated BGE has submitted plans and specifications for the water plant no. 2 generator replacement project were submitted to Harris County, and plans have been approved. She stated advertisement for bid will be scheduled.

WATER PLANT NO. 1 WELL MOTOR REPAIRS

There was no discussion on this matter.

POTENTIAL SANITARY SEWER FLOW REROUTING

Ms. Hallaway stated that BGE will begin work on this project in late November. Discussion ensued.

CAPITAL IMPROVEMENT PLAN

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

UPDATE ON BOND APPLICATION NO. 9

Ms. Hallaway stated BGE is currently preparing bond application no. 9.

UPDATE ON PREPARATION OF EMERGENCY RESPONSE PLAN AND AUTHORIZE FILING OF THE CERTIFICATE OF EMERGENCY RESPONSE PLAN WITH THE ENVIRONMENTAL PROTECTION AGENCY

Ms. Hallaway stated the BGE is currently preparing the Emergency Response Plan.

REQUEST FROM WILLOW FORK DRAINAGE DISTRICT RELATED TO PROJECT BARKER

Ms. Carner discussed the meeting held by Willow Fork Drainage District regarding the Barker Reservoir Mitigation Project. She stated a second meeting will be held December 6th at the Cinco Ranch Golf Club, at 6:30 p.m.

Following review and discussion, and based on the engineer's recommendation, Director Olsen moved to (1) approve the engineer's report; and (2) authorize ABHR and BGE to submit a notice letter to the TCEQ for the use of surplus bond funds for the installation of the alternate fill lines for the ground storage tanks at water plant nos. 1, 2 and 4 and the water plant nos. 1-4 winterization improvements. Director Cathcart seconded the motion, which passed by unanimous 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, COMMUNICATION, AND EMPLOYMENT MATTERS, INCLUDING, AUTHORIZE PREPARATION OF THE DISTRICT NEWSLETTER

Ms. Johnson stated there are three faucets that have broken sensors and need replacement in the District administration building. Ms. Johnson presented and reviewed a proposal from City Maintenance in the amount of \$558.00 for installation of new faucets in the District administration building, a copy of which is attached. She discussed faucet options and pricing, including automatic and manual faucets.

Ms. Johnson stated the gutters at the District administration building need to be cleaned. She discussed a proposal from City Maintenance in the amount of \$200.00 to clean the gutters at the District administration building.

Discussion ensued regarding elections and the use of the District administration building for same. Ms. Carner reminded the Board of the guidelines and restrictions of hosting elections at the District administration building.

The Board discussed the fourth quarter newsletter and articles to include.

After discussion, Director Olsen moved to (1) approve the proposal from City Maintenance for the installation of 3 new faucets in the amount of \$558.00; (2) approve the purchase of two automatic faucets with American Standard and one manual faucet with American Standard; (3) approve the proposal from City Maintenance to clean the gutters at the District administration building in the amount of \$200.00; and (4)

authorize preparation of the fourth quarter District newsletter. Director Cathcart seconded the motion, which carried by unanimous vote.

WEST HARRIS COUNTY REGIONAL WATER AUTHORITY ("WHCRWA")

Discussion ensued regarding the WHCRWA fee increase for the 2022 year. After discussion the Board concurred to include information in the District newsletter regarding the WHCRWA fees.

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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