

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

November 19, 2020

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 19th day of November, 2020, 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 Ryan Fortner of Wheeler & Associates, Inc.; Charlie Chapline of Municipal District Services, L.L.C. ("MDS"); Mary Lutz of McLennan & Associates, L.P. ("McLennan"); Doug Baker and Kate Hallaway of BGE, Inc. ("BGE"); 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

Director Goff thanked former Director John Savage for his forty-one years of service to the District. Director Brown welcomed the newly elected Director Michael Olsen to the Board.

MINUTES

The Board considered approving the minutes of the October 22, 2020, regular meeting. After discussion, Director Cathcart moved to approve the minutes of the October 22, 2020, regular 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. Fortner reviewed the tax assessor/collector's report for the month of October, 2020, a copy of which is attached. He stated the report reflects that the District's 2020 taxes were 0% collected as of the end of October. After discussion, Director Brown moved to approve the tax assessor/collector's report and pay the bills from the tax account. Director Cox seconded the motion. A roll call of the Board was taken and the motion passed unanimously, with all directors voting "yea."

Mr. Fortner reviewed the delinquent tax report, a copy of which is attached to the tax assessor's report. Discussion ensued regarding the personal property accounts.

Ms. Carner presented and reviewed a Resolution Designating Director as Treasurer During COVID-19 Declared Disaster and Authorizing Disbursements reflecting the designation of a certain Board member as the Treasurer to sign approved, authorized checks from the District's tax account in accordance with Section 49.151 of the Texas Water Code. Following review and discussion, the Board concurred to adopt the Resolution Designating Director as Treasurer During COVID-19 Declared Disaster and Authorizing Disbursements reflecting the designation of Director Goff as Treasurer for the purposes stated therein, and direct that the Resolution be filed appropriately in the District's official records.

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. After discussion, Director Brown moved to approve the bookkeeper's report and the checks presented for payment. Director Cox seconded the motion. A roll call of the Board was taken and the motion passed unanimously, with all directors voting "yea."

Director Goff requested that a hard copy of all the invoices for the bookkeeper's report be forwarded to the District administration office with the approved monthly checks to sign. The Board then discussed receiving hard copies of all consultant reports at the District administration office for distribution to the Board. After discussion, the Board concurred to request that all consultants forward their monthly reports to Starr Johnson for hard copy distribution to all Directors, with the exception of Director Brown via email.

BUDGET FOR FISCAL YEAR END DECEMBER 31, 2021

Ms. Lutz reviewed a draft budget for fiscal year end December 31, 2021, a copy of which is attached to the bookkeeper's report. The Board deferred action, pending further review by District consultants.

AUTHORIZE PREPARATION OF QUARTERLY DISTRICT NEWSLETTER

The Board discussed the preparation of the quarterly District newsletter and content of the articles. After discussion, Board concurred to authorize preparation of the first quarter 2021 District newsletter.

Discussion ensued regarding the timing of the newsletter to include information on the potential bond election in 2021. After discussion, the Board concurred to begin preparing the newsletter and to discuss timing for distribution each month.

OPERATOR'S REPORT

Mr. Chapline reviewed a written operator's report, a copy of which is attached. He reported that the District's water accountability was 94.5% for October 2020.

Mr. Chapline reviewed additional repair and maintenance items performed during the month.

Mr. Chapline reported there are thirty-five accounts totaling \$7,082.77, deemed to be uncollectible and requested authorization to write off said accounts and turn them over to a collection agency.

CUSTOMER REQUESTS

There were no customer requests.

After discussion, Director Brown moved to (1) approve the operator's report; and (2) write off thirty-five delinquent accounts totaling \$7,082.77, which are deemed not to be collectible, submit same to a collection agency, and direct that the uncollectible accounts list be filed appropriately and retained in the District's official records. Director Cathcart seconded the motion. A roll call of the Board was taken and the motion passed unanimously, with all directors voting "yea."

HEARING ON TERMINATION OF WATER AND SEWER SERVICE TO DELINQUENT CUSTOMERS

Mr. Chapline presented to the Board a list of delinquent customers and reported the residents on the termination list were delinquent in payment of their water and sewer bills and were given written notification, in accordance with the District's Rate Order, prior to the meeting of the opportunity to appear before the Board to explain, contest, or correct their bills and to show why utility services should not be terminated for reason of non-payment. Ms. Johnson stated that customers Aguilar, Phillips, Signo, Taylor, Rizvi, and Alexander requested an extension for payment of their delinquent accounts.

Following review and discussion, Director Cathcart moved to authorize that because none of the residents on the list were present at the meeting nor had presented any written statement on the matter, the utility service for the customers on the list should be terminated on December 8, 2020, if their utility bills are not paid in accordance with the District's Rate Order, except for customers Aguilar, Phillips, Signo, Taylor, Rizvi, and Alexander and direct that the delinquent customer list be filed appropriately and retained in the District's official records. The motion was seconded by Director Olsen. A roll call of the Board was taken and the motion passed unanimously, with all directors voting "yea."

The Board concurred to continue to the waive the \$100 additional deposit requirement for customers disconnected for non-payment.

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 BGE has completed and submitted the design for this project to Harris County.

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 that Harris County has increased the cost estimate for the Memorial Parkway project substantially. Mr. Baker stated Harris County's discussions have begun with other area municipal utility districts that would benefit from the Memorial Parkway improvements to request their financial participation. He stated the initial response has been positive from the Districts.

The Board discussed the potential timing for rescheduling the bond election needed to fund the District's share of drainage facility improvements.

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

Mr. Baker stated that BGE has initiated design for this project.

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

Mr. Baker discussed upgrading the disinfection systems at each of the four water plants. He stated BGE has initiated design. Mr. Baker stated that water plant no. 1 will remain on gas for disinfection due to limited space available around the plant.

DISCUSS POTENTIAL POCKET PARK NEAR MASON CREEK HIKE AND BIKE TRAIL

Director Goff discussed the previous request from Mr. Gregg Nady regarding the development of a small piece of land near the hike and bike trail. Discussion ensued regarding the cost of approximately \$20,000.00, which includes the acquisition costs for the land and the installation of a water fountain, benches, and shade structures. Discussion ensued regarding potential use of the pocket park.

CAPITAL IMPROVEMENT PLAN

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

Following review and discussion, Director Olsen moved to approve the engineer's report. Director Cathcart seconded the motion. A roll call of the Board was taken and the motion passed unanimously, with all directors voting "yea."

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

Ms. Johnson stated there are some issues with the security cameras located at the Park Tree site which need to be addressed by NCS. Mr. Chapline stated that MDS has security devices installed around the perimeter of the Plant sites. The Board discussed the need for the additional security cameras provided by the District and the ongoing costs of maintenance and repairs of same. The Board requested that Mr. Johnson and Mr. Chapline coordinate regarding options for more cost-efficient Plant security.

Mr. Baker stated that BGE is coordinating with Johnson Controls, Inc., and has prepared and sent an as-built sprinkler system map for the administration building for their analysis.

Ms. Johnson stated the air conditioning compressor in the attic has failed at the District administration building. She stated that City Maintenance is investigating the options to replace the unit and will provide a proposal next month. Discussion ensued.

WEST HARRIS COUNTY REGIONAL WATER AUTHORITY ("WHCRWA")

Discussion ensued regarding the WHCRWA fee increase for the 2021 year. After discussion the Board concurred to include information in the District newsletter regarding the WHCRWA fees.

CONVENE IN EXECUTIVE SESSION PURSUANT TO SECTION 551.074, TEXAS GOVERNMENT CODE, TO DELIBERATE THE APPOINTMENT, EMPLOYMENT, EVALUATION, REASSIGNMENT, DUTIES, DISCIPLINE, OR DISMISSAL OF A PUBLIC OFFICER OR EMPLOYEE

The Board convened in Executive Session at 8:23 p.m. Ms. Carner was also present.

RECONVENE IN OPEN SESSION AND AUTHORIZE APPROPRIATE ACTION REGARDING THE APPOINTMENT, EMPLOYMENT, EVALUATION, REASSIGNMENT, DUTIES, DISCIPLINE, OR DISMISSAL OF A PUBLIC OFFICER OR EMPLOYEE

The Board reconvened in Open Session at 8:43 p.m. After discussion, Director Cox moved to (1) approve an adjustment to Starr Johnson's monthly compensation for her insurance premiums, beginning January 1, 2021, as discussed; and (2) approve payment of holiday bonuses to District employees Doris Vogt and Starr Johnson, as discussed. Director Olsen seconded the motion, which carried by unanimous vote, following a roll call vote.

OPERATOR'S REPORT CONTINUED

Ms. Carner stated that the Cinco Regional Sewage Treatment Plant Operating Committee meeting has two Board representatives from the District that attend the monthly meetings. After discussion, the Board concurred that Directors Goff and Cathcart would attend the Operating Committee meetings on behalf of the District.

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

(SEAL)



Bruce Cox
Secretary, Board of Directors

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