

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

December 10, 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 10th day of December, 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, except Director Cox, thus constituting a quorum.

Also attending the teleconference were Jennifer Hanna of BKD, LLP; Cathy Wheeler of Wheeler & Associates, Inc.; Rebecca Marcucci 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

There were no public comments.

MINUTES

The Board considered approving the minutes of the November 19, 2020, regular meeting. After discussion, Director Cathcart moved to approve the minutes of the November 19, 2020, regular meeting. Director Brown 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

Ms. Wheeler reviewed the tax assessor/collector's report for the month of November, 2020, a copy of which is attached. She stated the report reflects that the District's 2020 taxes were 9.47% collected as of the end of November. After discussion, Director Olsen moved to approve the tax assessor/collector's report and pay the bills from the tax account. Director Brown seconded the motion. A roll call of the Board was taken and the motion passed unanimously, with all directors voting "yea."

Ms. Wheeler reviewed the delinquent tax report, a copy of which is attached to the tax assessor's report. Discussion ensued regarding the personal property accounts. After discussion the Board requested that Ms. Wheeler present a report next month recommending that certain delinquent personal property accounts be moved to the uncollectible list.

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 Cathcart seconded the motion. A roll call of the Board was taken and the motion passed unanimously, with all directors voting "yea."

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. After discussion Director Brown moved to approve the budget for fiscal year end December 31, 2021, as presented. Director Cathcart seconded the motion. A roll call of the Board was taken and the motion passed unanimously, with all directors voting "yea."

DISCUSS QUARTERLY DISTRICT NEWSLETTER

The Board discussed the preparation of the quarterly District newsletter and content of the articles. Ms. Carner stated the draft newsletter is in process.

ENGAGE AUDITOR TO CONDUCT AUDIT FOR FISCAL YEAR END DECEMBER 31, 2020

Ms. Hanna presented and reviewed an engagement letter from BKD for preparation of the audit report for the fiscal year ending December 31, 2020, at an estimated cost of \$19,800, plus expenses. After discussion, Director Cathcart moved to engage BKD to prepare the District's audit report. Director Brown seconded the motion, which carried by unanimous vote, following a roll call vote.

REVIEW AND UPDATE EMINENT DOMAIN REPORT TO THE TEXAS
COMPTROLLER

Ms. Carner reported ABHR will file the District's Eminent Domain Authority Annual Report with the Comptroller of the State of Texas pursuant to Senate Bill 1812.

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. Mr. Baker requested authorization to advertise for bids for the project, once approved by 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 is updating the drainage model and channel modifications for the Memorial Parkway project and Cimarron Sections 2, 3, 4 and 5. Discussion ensued regarding the timing for receipt of revised cost estimates from Harris County.

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

Mr. Baker stated that BGE is near completion of the design for this project.

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

Mr. Baker stated BGE is near completion of the design for the disinfection system upgrades. Mr. Baker stated that water plant no. 1 will remain on gas for disinfection due to limited space available around the plant.

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

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.

Following review and discussion, Director Olsen moved to approve the engineer's report and, as recommended by the engineer, to authorize advertisement for bids for the Memorial Parkway, Sections 1 and 2 sanitary sewer line rehabilitation project, subject to approval by Harris County. 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

There was no update on this matter.

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

Ms. Johnson stated she has requested information regarding potential modifications to the security cameras.

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 2021. 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 6:55 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 7:13p.m. There was no action by the Board.

OPERATOR'S REPORT

Ms. Marcucci reviewed a written operator's report, a copy of which is attached. She reported that the District's water accountability was 97.7% for November 2020.

Ms. Marcucci reviewed additional repair and maintenance items performed during the month.

Ms. Marcucci reported there are eight accounts totaling \$2,539.82, 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 Cathcart moved to (1) approve the operator's report; and (2) write off eight delinquent accounts totaling \$2,539.82, 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 Olsen seconded the motion. A roll call of the Board was taken and the motion passed unanimously, with all directors voting "yea."

TERMINATION OF SERVICE

The Board concurred to not to terminate delinquent accounts for the month of December.

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

(SEAL)



Bruce Cox
Secretary, Board of Directors

LIST OF ATTACHMENTS TO MINUTES

	Minutes
	<u>Page</u>
Tax assessor/collector's report	2
Bookkeeper's report.....	2
Engineer's report.....	3
Operator's report.....	5