

MINUTES OF MEETING OF BOARD OF DIRECTORS
MARCH 13, 2018

THE STATE OF TEXAS
COUNTY OF HARRIS
HARRIS COUNTY MUNICIPAL UTILITY DISTRICT NO. 151

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The Board of Directors (the "Board") of Harris County Municipal Utility District No. 151 (the "District") met in regular session, open to the public, at Norton Rose Fulbright US LLP, 1301 McKinney, Suite 5100, Houston, Texas, at 11:30 a.m. on March 13, 2018, whereupon the roll was called of the members of the Board, to-wit:

Kent F. Spitzmiller, President
Jerry Berry, Vice President
Herman Jordan, Vice President
Ken Smith, Secretary
Bill Walker, Assistant Secretary

Persons Attending. All members of the Board were present. Also attending all or parts of the meeting were Allen DeJongc of 1190 Designs; Mr. Allen Jenkins and Ms. Cathy Valdez of INFRAMARK, operators for the District; Mr. Jorge Diaz of McLennan and Associates ("McLennan"), bookkeeper for the District; Ms. Yvonne Luevano of Wheeler & Associates ("Wheeler"), tax assessor and collector for the District; and Ms. Jana Cogburn and Ms. Brenda Presser, paralegal, of Norton Rose Fulbright US LLP ("NRF"), law firm representing the District.

Call to Order. The meeting was called to order and, in accordance with notice posted pursuant to law, copies of the certificates of posting of which are attached hereto as *Exhibit A*, the following business was transacted:

1. **Public Comments.** There were no comments from the public.
2. **Presentation from 1190 Design.** Mr. DeJonge introduced himself to the Board and provided a brief overview of his professional background and business services. He reviewed a proposal for web design and web site maintenance services, a copy of which is attached as *Exhibit B*. He discussed pricing and layout design options and referred the Board to the websites of other municipal utility districts to see his work. Discussion ensued. No action was taken and it was the consensus of the Board to defer this item until next month's meeting.
3. **Minutes.** Proposed minutes of the regular meeting of February 13, 2018, previously distributed to the Board, were presented for approval. Upon motion by Director Berry, seconded by Director Jordan, after full discussion and the question being put to the Board, the Board voted unanimously to approve the minutes of the regular meeting of February 13, 2018, as presented.
4. **Tax Collector's Report.** President Spitzmiller recognized Ms. Luevano, who presented and reviewed the Tax Collector's Report and the Delinquent Collections Listing as of February 28, 2018, a copy of which is attached hereto as *Exhibit C*. The report reflects that the District had collected 96.49% of its 2017 taxes as of February 28, 2018.

Upon motion by Director Berry, seconded by Director Smith, after full discussion and the question being put to the Board, the Board voted unanimously to accept the Tax Collector's Report, and to authorize payment of check numbers 3294 through 3302 from the Tax Account in the amounts, to the persons and for the purposes listed in such Report.

5. **Bookkeeper's Report.** President Spitzmiller recognized Mr. Diaz, who presented and reviewed the Bookkeeper's Report for the period from February 14, 2018 to March 13, 2018, certain statements for payment, and the investment report for the period ending February 28, 2018, copies of which are attached hereto as *Exhibit D*.

Mr. Diaz presented check numbers 10602 through 10605 for utilities and other costs for the District for approval and payment upon receipt of invoices expected prior to the District's next meeting.

Discussion ensued regarding payment of insurance invoices and a proposed discrepancy between the invoice and costs for approved coverage. Ms. Presser reported that she reviewed the cost for each policy approved by the Board and the total costs reflected on the respective invoices for TML and HARCO and there were no disparities. It was the consensus of the Board to release payments to TML and HARCO.

Mr. Diaz stated that a CD at Independent Bank is due to mature on March 29, 2018 in the amount of \$500,000. He reported that Compass Bank is offering 1.6% for a six-month term. Discussion ensued and the Board instructed Mr. Diaz to transfer funds from Independent Bank to Compass Bank upon maturity on March 29, 2018.

Upon motion by Director Jordan, seconded by Director Smith, after full discussion and the question being put to the Board, the Board voted unanimously to accept the Bookkeeper's Report, to approve the Investment Report, and to authorize payment of check numbers 10574 through 10606 from the General Fund in the amounts, to the persons, and for the purposes listed in such Report.

6. **Engineer's Report.** President Spitzmiller reported there is no written engineer's report.

7. **Operations Report.** The President recognized Mr. Jenkins, who presented to and reviewed with the Board the Operations Report for February 2018, a copy of which is attached hereto as *Exhibit E*. He noted that 95.62% of the water pumped was billed for the period of January 21, 2018 to February 21, 2018.

He reviewed the Major Maintenance Summary for February 2018.

Mr. Jenkins reported there are 114 accounts on the delinquent list of which 25 were disconnected for non-payment. He said there are no accounts to be sent to collections.

Upon motion by Director Walker, seconded by Director Smith, after full discussion and the question being put to the Board, the Board voted unanimously to approve the Operations Report, and to authorize termination of service to delinquent accounts in accordance with the District's Rate Order.

8. **Developer's Report.** No report was presented to the Board.

9. **Status report on District website.** No report was presented to the Board.

10. **Approve Certification of Unopposed Candidates.** Ms. Cogburn reported that Directors Berry, Walker and Smith are unopposed candidates for election to office for the election scheduled for May 5, 2018. Upon motion by Director Berry, seconded by Director Smith, after full discussion and the question being put to the Board, the Board voted unanimously to approve the Certification of Unopposed Candidates, a copy of which is attached as *Exhibit F*.

11. **Adopt Order Declaring Unopposed Candidates Elected to Office.** The Board reviewed an Order Declaring Unopposed Candidates Elected to Office (the "Order"), a copy of which is attached hereto as *Exhibit G*. Upon motion by Director Spitzmiller, seconded by Director Jordan, after full discussion and the question being put to the Board, the Board voted unanimously to adopt the Order, as presented.

12. **Review and authorize execution of letter regarding disclosure of Director information.** Ms. Cogburn reviewed with the Board the proposed letter, a copy of which is attached hereto as *Exhibit H* and stated that individual directors may execute the letter in order to keep certain details of their personal information from being disclosed to the general public, such as their phone number and social security information.

Upon motion by Director Spitzmiller, seconded by Director Jordan, after full discussion and the question being put to the Board, the Board voted unanimously to authorize execution of the letter as presented.

THERE BEING NO FURTHER BUSINESS TO COME BEFORE THE BOARD, the meeting was adjourned.

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The foregoing minutes were passed and approved by the Board of Directors on April 10, 2018.



President, Board of Directors

ATTEST:



Secretary, Board of Directors

