

MINUTES OF MEETING OF BOARD OF DIRECTORS
DECEMBER 8, 2020

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*”) convened in regular session on December 8, 2020, at 10:00 a.m. via teleconference pursuant to Section 551.125, Texas Gov’t Code as modified by the temporary suspension of certain provisions thereof pursuant to guidelines issued by the Texas Attorney General and approved by the Governor for use during the COVID-19 statewide disaster. A roll call was taken of the persons present:

Kent F. Spitzmiller, President
Jerry Berry, Vice President
Herman Jordan, Vice President
Steve Robb, Secretary
Dan Czyz, Assistant Secretary

Persons Attending. All members of the Board were present, except Director Jordan, thus constituting a quorum. Also attending were Mr. Brian Gerould, Teague Harris and Kelly Wilkinson of IDS Engineering Group (“IDS”), engineer for the District; Mr. Allen Jenkins 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; Mr. Dimitri Millas and Ms. Jane Maher, of Norton Rose Fulbright US LLP (“NRF”), attorneys for the District; and Mr. Joe Stunja of Pinehurst Trail Holdings, LLC, developer for the District.

Pursuant to Section 551.054, Texas Gov’t Code, as modified by the temporary suspension of certain provisions thereof, notice of the meeting was posted on the District’s website within the time limits prescribed by law. The agenda packet was posted on the website as items became available.

Call to Order. President Spitzmiller called the meeting to order. He noted that the meeting was being held by teleconference in accordance with federal, state and county directives to slow the spread of COVID-19 by avoiding meetings that bring people together. He said the notice of the meeting included a toll-free dial-in number for members of the public to call so they can hear the meeting and address the Board. He noted that the meeting was being recorded and a recording would be available upon public request. President Spitzmiller then set out guidelines for the conduct of the meeting. He asked each speaker to identify themselves before speaking. He then proceeded with the meeting business:

1. **Public Comments.** There were no comments.

2. **Minutes.** Proposed minutes of the regular meeting of November 10, 2020, previously distributed to the Board, were presented for approval. Upon motion by Director Berry, seconded by Director Robb, after full discussion and the question being put to the Board, the Board voted unanimously to approve the minutes of the regular meeting of November 10, 2020, as revised.

3. **Tax Collector's Report.** President Spitzmiller recognized Ms. Luevano, who presented to and reviewed with the Board the Tax Collector's Report and the Delinquent Collections Listing as of November 30, 2020. She stated that the District had collected 99.56% of its 2019 taxes as of November 30, 2020. She noted that the District's total expenses were \$30,219.12 and that the cash balance as of November 30, 2020 was \$123,788.40. She presented three checks and two wire transfers totaling \$74,528.49 for the Board's approval.

Upon motion by Director Berry, seconded by Director Czyz, 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 2538 through 2540 from the Tax Account in the amounts, to the persons and for the purposes listed in such Report.

4. **Bookkeeper's Report.** President Spitzmiller recognized Mr. Diaz, who presented to and reviewed with the Board the Bookkeeper's Report for the period from November 11, 2020 to December 8, 2020, certain statements for payment, and the investment report for the period ending November 30, 2020. He stated that the current balance in the general fund is \$4,689,937.14 and that the balance in the debt service fund is \$478,83576.

Mr. Diaz presented check numbers 11674 through 11673 for utilities and other costs for the District for approval and payment upon receipt of invoices expected prior to the District's next meeting. He presented additional checks not listed on the report for the Board's approval. He presented check no. 11706 to McCall Gibson Swedlund Barfoot PLLC in the amount of \$15,500.00, check nos. 11707 and 11708 to IDS Engineering Group in the amounts of \$1,245.31 and \$1,289.89, and check no. 11709 to Norton Rose Fulbright US LLP in the amount of \$3,200.00. He noted that the general fund disbursements for the month were \$171,686.34 and the debt service disbursements for the month were \$11.43.

Mr. Diaz reviewed the schedule of investments. He stated that the total investments of all the District's funds are \$4,971,832.03.

Mr. Diaz reviewed the District's annual energy billings.

Mr. Diaz reviewed the Profit & Loss Budget Performance for the general fund. He also reviewed the operating budget.

Upon motion by Director Robb, seconded by Director Czyz, 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 11674 through 11673, from the General Fund in the amounts, and the additional checks listed herein, to the persons, and for the purposes listed in such Report as requested herein.

5. **Engineer's Report.** President Spitzmiller recognized Mr. Gerould, who presented to and reviewed with the Board the Engineer's Report.

Mr. Gerould stated the design of the replacement Ground Storage Tank No. 3 continues, and that IDS will keep the Board informed on the progress and deliverables. He noted that IDS is working on an updated design proposal.

Mr. Gerould presented the Final Pay Application for the Sanitary Sewer Manhole Rehab from the contractor, T. Gray Utility Co., in the amount of \$4,250.00 for the Board's approval.

Mr. Gerould stated that IDS plans to begin the Emergency Response and Risk and

Resilience Assessments in January for the America Water Infrastructure Act of 2018.

Mr. Gerould stated that Pinehurst Trail Holdings has requested to renew their capacity reservation for the next year. He stated that a revised capacity commitment letter was sent to the Board for their review.

Upon motion by Director Berry, seconded by Director Robb, after full discussion and the question being put to the Board, the Board voted unanimously to approve the Engineer's Report, approve Final Pay Application to T. Gray Utility Co. in the amount of \$4,250.00, and approve the revised capacity commitment letter for Pinehurst trail Holdings.

6. **Review Capacity Commitment Letter.** This item was addressed under the previous item.

7. **Operations Report.** President Spitzmiller recognized Mr. Jenkins, who presented to and reviewed with the Board the Operations Report for November 2020. He reported that the Check Valve at Lift Station No. 1 is broken and needs to be replaced. He noted that the estimated cost is \$4,025.00. Upon motion by Director Berry, seconded by Director Czyz, after full discussion and the question being put to the Board, the Board voted unanimously to approve the replacement of the Check Valve at Lift Station No. 1 in the amount of \$4,025.00.

Mr. Jenkins stated that 99.4% of the water pumped was billed for the period from October 22, 2020, to November 19, 2020.

Mr. Jenkins reviewed the Major Maintenance Summary for November 2020. He reported that Inframark repaired one water leak in the District, performed two level and sods on Hickory Wind, and performed the annual infrared scan at Water Plant No. 1. He stated that for the sanitary sewer collection, Inframark cleaned Lift Station No. 1, performed six-month Generator PM at Lift Stations No. 2, 3 & 4, replaced Check Valve at Lift Station No. 4, and pulled and cleaned the Lift Pumps at Lift State No. 1.

Mr. Jenkins reviewed the billing summary, water production and quality report, water accountability report and customer call log.

Mr. Jenkins stated that he has been coordinating with President Spitzmiller regarding the delinquent process during COVID-19. President Spitzmiller recommended that the Board review the delinquent process on a month by month basis. He stated that there were no accounts for consideration to write-off this month. He reported that there are two accounts for consideration to send to Collections Unlimited of Texas totaling \$351.75.

Upon motion by Director Berry, seconded by Director Czyz, after full discussion and the question being put to the Board, the Board voted unanimously to approve the Operations Report and to send four accounts to Collections Unlimited of Texas totaling \$351.75.

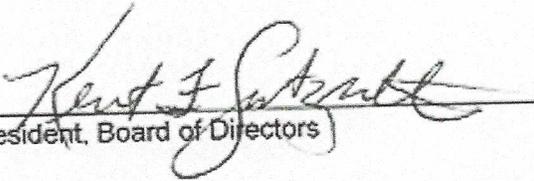
8. **Developer's Report.** President Spitzmiller recognized Mr. Stunja, who stated that he did not have a report for this month.

9. **Status report on District website and such other matters as may properly come before it.** There was no report.

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

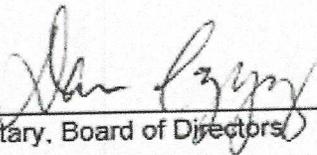
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The foregoing minutes were passed and approved by the Board of Directors on
January 12, 2021.



President, Board of Directors

ATTEST:



Secretary, Board of Directors

(DISTRICT SEAL)

