

MINUTES OF MEETING OF BOARD OF DIRECTORS  
JULY 14, 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 July 14 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  
Ken Smith, Secretary  
Steve Robb, Assistant Secretary

**Persons Attending.** All members of the Board were present. Also attending were Mr. Dan Czyz, resident of the District; Mr. Brian Gerould 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 June 9, 2020, previously distributed to the Board, were presented for approval. 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 minutes of the regular meeting of June 9, 2020, as presented.
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 June 30, 2020. She stated that the District had collected 99.25% of its

2019 taxes as of June 30, 2020. She noted that the District's total expenses were \$24,807.73 and that the cash balance as of June 30, 2020 was \$49,268.66. She presented six checks totaling \$20,209.48 for the Board's 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 accept the Tax Collector's Report, and to authorize payment of check numbers 2510 through 2515 from the Tax Account in the amounts, to the persons and for the purposes listed in such Report.

4. **Discuss Senate Bill 2 compliance, proposed contract amendment for compliance services, and take appropriate action.** Mr. Millas informed the Board that due to Senate Bill 2 the District will be required to post certain financial information to a website accessible to the public. He noted that the District can engage Wheeler to post the information. The Board reviewed the Second Amendment to Agreement for Services of Tax Assessor and Collector (the "Amendment"). Mr. Millas stated there is a one-time set up cost of \$600 and then semi-annual payments due January 31 and July 31 thereafter.

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 Amendment, thereby authorizing Wheeler to post the required Senate Bill 2 information.

5. **Bookkeeper's Report.** President Spitzmiller recognized Mr. Diaz, who presented and reviewed the Bookkeeper's Report for the period from June 10, 2020, to July 14, 2020, certain statements for payment, and the investment report for the period ending June 30, 2020. He stated that the current balance in the general fund is \$4,714,028.81 and that the balance in the debt service fund is \$1,664,760.82.

Mr. Diaz presented check numbers 11474 through 11508 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 noted that the general fund disbursements for the month were \$219,960.29 and the debt service disbursements for the month were \$10,014.50.

Mr. Diaz reviewed the schedule of investments. He stated that the total investments of all the District's funds are \$6,118,176.71. He noted that there are no Certificates of Deposit ("CD") maturing prior to the next meeting.

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 Jordan, seconded by Director Berry, 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 11474 through 11508, from the General Fund in the amounts, to the persons, and for the purposes listed in such Report as requested herein.

6. **Operations Report.** President Spitzmiller recognized Mr. Jenkins, who presented to and reviewed with the Board the Operations Report for June 2020. He noted that 101% of the water pumped was billed for the period from May 22, 2020, to June 22, 2020.

Mr. Jenkins reviewed the Major Maintenance Summary for June 2020. He reported that Inframark repaired four water leaks in the District, installed the pump and motor for Booster Pump No. 1, replaced the poly tubing for Hydropneumatic Tank No. 1 and performed three level and sods. He stated that for the sanitary sewer collection, Inframark purchased and applied the degreaser and performed the lift station detention time test at Lift Station 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.

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 Operations Report.

7. **Developer's Report.** Mr. Stunja stated that there is no update regarding the CVS Pharmacy on West Lake Houston Parkway.

8. **Designation of representative for AWBD Simply Voting.** Mr. Millas stated that the voting for the board members of the Association of Water Board Directors ("AWBD") will be conducted virtually and that the Board can designate a director to vote on behalf of the Board. It was the consensus of the Board to appoint Director Berry as the District's representative.

9. **Engineer's Report.** President Spitzmiller recognized Mr. Gerould, who reported that IDS has requested revised pricing from the contractor for the Sanitary Sewer Manhole Rehabilitation, but that the pricing information was not available for the meeting.

Mr. Gerould stated that IDS met with a concrete tank manufacturer at the site of Ground Storage Tank No. 3 at Water Plant No. 1 to discuss the possibility of building a concrete tank at that site. He stated that the manufacturer stated that a concrete tank wasn't feasible. He reported that IDS is looking into this issue.

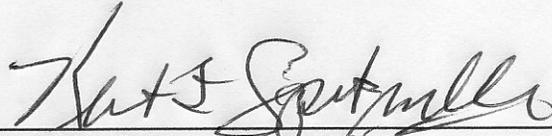
Upon motion by Director Berry, seconded by Director Smith, after full discussion and the question being put to the Board, the Board voted unanimously to accept the Engineer's Report.

10. **Status report on District website and such other matters as may properly come before it.** President Spitzmiller reported that Director Smith will be resigning from the Board effective July 17, 2020. He noted that resident of the District, Dan Czyz, would like to join the Board. Mr. Millas stated that NRF will send the required director documents to Mr. Czyz and that the director appointment would be on the next agenda.

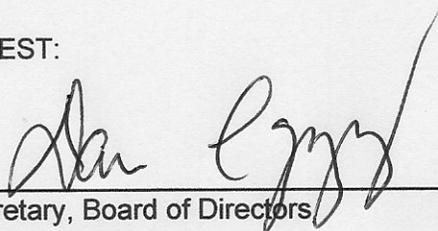
THERE BEING NO FURTHER BUSINESS TO COME BEFORE THE BOARD, the meeting was adjourned.

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The foregoing minutes were passed and approved by the Board of Directors on August 11, 2020.

  
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President, Board of Directors

ATTEST:

  
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Secretary, Board of Directors

(DISTRICT SEAL)

