

MINUTES OF MEETING OF BOARD OF DIRECTORS
FEBRUARY 9, 2021

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 February 9, 2021, 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. Teague Harris and Ms. Kelly Wilkinson of IDS Engineering Group (“IDS”), engineer for the District; Mr. Allen Jenkins of Inframark, operators for the District (“Inframark”); 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 January 12, 2021, 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 January 12, 2021, 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 January 31, 2021. She stated that the District had collected 86.98% of its 2020 taxes as of January 31, 2021. She noted that the District's total expenses were \$1,104,351.32 and that the cash balance as of January 31, 2021 was \$414,480.68. She presented 19 checks and two wire transfers totaling \$353,853.86 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 2546 through 2564 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 January 13, 2021 to February 9, 2021, certain statements for payment, and the investment report for the period ending January 31, 2021. He stated that the current balance in the general fund is \$5,100,766.41 and that the balance in the debt service fund is \$1,114,892.07.

Mr. Diaz presented check numbers 11746 through 11769 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 \$174,559.51 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 \$5,951,922.12.

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 Berry, seconded by Director Robb, 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 11746 through 11769, from the General Fund in the amounts, to the persons, and for the purposes listed in such Report as requested herein.

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

Mr. Harris stated that plans for the Ground Storage Tank No. 3 replacement at the Water Plant will be ready for review next week and that IDS will mail them to the Board and Inframark for review and comment. He reported that IDS is working with contractors and tank manufactures to research the best alternative ladder materials of either stainless steel, aluminum, or fiberglass. Discussion ensued.

Mr. Harris stated that IDS has begun the Risk and Resilience Assessments for America's Water Infrastructure Act of 2018 ("AWIA") and will completed them prior to the deadline of June 30, 2021.

Ms. Wilkinson stated that in January, IDS received a records request from Tachus, a fiberoptic internet company. She reported that Tachus is in the early stages of planning the installation of fiberoptic cable network within the road right-of-way throughout the District. She noted that Tachus requested all plan and profile drawings IDS has for the District's facilities and

that IDS has completed this records request. She also stated that IDS has requested a set of Tachus' plans prior to the start of construction.

Mr. Harris stated that for the Sanitary Sewer Manhole Rehabilitation, the one-year inspection of the three rehabilitated manholes will be performed in November 2021.

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.

6. **Discuss District Insurance.** Mr. Millas informed the Board that Texas Municipal Leagues' ("TML") Tier 2/Core+ additional cyber security coverage was added to the District's insurance proposal for an additional \$30.00. 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 TML Tier 2/Core+ additional cyber security coverage for an additional \$30.00.

7. **Operations Report.** President Spitzmiller recognized Mr. Jenkins, who presented to and reviewed with the Board the Operations Report for January 2021.

Mr. Jenkins stated that 104.0% of the water pumped was billed for the period from December 18, 2020, to January 20, 2021.

Mr. Jenkins reviewed the Major Maintenance Summary for January 2021. He reported that Inframark repaired three water leaks in the District. He stated that well testing was performed at Water Plant No. 1, and that the six-month preventative maintenance at the Water Plant and off-site well were performed. He also reported that Lift Stations Nos. 1, 2, 3 and 4 were cleaned for the preventative maintenance schedule, and that the check valve on Lift Pump No. 1 at Lift Station No. 1 was replaced.

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.

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
March 9, 2021.



President, Board of Directors

ATTEST:



Secretary, Board of Directors

(DISTRICT SEAL)

