

MINUTES OF MEETING OF BOARD OF DIRECTORS  
MAY 11, 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 May 11, 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  
Steve Robb, Secretary  
Dan Cxyz, Assistant Secretary  
Ken Ebeling, Assistant Secretary

**Persons Attending.** All members of the Board were present. Also attending were Mr. Dare Lovett of Trammel Crow Company; 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 April 13, 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 April 13, 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 April 30, 2021. She stated that the District had collected 96.97% of its 2020 taxes as of April 30, 2021. She noted that the District's total expenses were \$29,266.57 and that the cash balance as of April 30, 2021 was \$86,575.10. She presented eight checks and one wire transfer totaling \$39,337.10 for the Board's approval.

Upon motion by Director Robb, seconded by Director Berry, 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 2589 through 2596 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 April 14, 2021 to May 11, 2021, certain statements for payment, and the investment report for the period ending April 30, 2021. He stated that the current balance in the general fund is \$5,193,456.68 and that the balance in the debt service fund is \$1,396,202.83.

Mr. Diaz presented check numbers 11865 through 11884 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 \$163,726.00 and the debt service disbursements for the month were \$8.80.

Mr. Diaz reviewed the schedule of investments. He stated that the total investments of all the District's funds are \$6,342,341.97.

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 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 11865 through 11884, from the General Fund in the amounts, to the persons, and for the purposes listed in such Report as requested herein.

5. **Approve budget for fiscal year ending May 31, 2022.** Mr. Diaz presented to and reviewed with the Board a draft budget for fiscal year ending May 31, 2022. Discussion ensued regarding the budgeted amount for the replacement of Ground Storage Tank No. 3. Ms. Wilkinson noted that the cost of the replacement is \$1.3 million. Mr. Diaz stated that the budget will be revised to include the replacement cost of \$1.3 million. 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 budget for fiscal year ending May 31, 2022, as revised.

6. **Engineer's Report.** President Spitzmiller recognized Ms. Wilkinson, who presented to and reviewed with the Board the Engineer's Report.

Ms. Wilkinson stated that the plans for the Ground Storage Tank No. 3 replacement at the Water Plant were submitted to the City of Houston on March 29, 2021, and that IDS is awaiting the City of Houston's first round of review comments. She noted that the Board can authorize IDS to bid the project once the comments are received.

Upon motion by Director Jerry, seconded by Director Czyz, after full discussion and the

question being put to the Board, the Board voted unanimously to authorize IDS to bid the replacement of the Ground Storage Tank No. 3 at the Water Plant once comments are received from Harris County.

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

Ms. Wilkinson stated that IDS will be coordinating with Inframark over the next month to finalize the information in the Risk and Resilience Assessment for the America's Water Infrastructure Act of 2018 ("AWIA"). She stated that IDS will submit the compliance certification prior to the deadline of June 30, 2021.

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

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

Mr. Jenkins stated that 91% of the water pumped was billed for the period from March 23, 2021, to April 21, 2021.

Discussion ensued regarding testing of the generators. Mr. Jenkins stated that Inframark can provide a schedule of work performed when the generators are being tested. Discussion ensued regarding administrative fees on some of the work orders. Mr. Jenkins stated that he would look into the fees.

Mr. Jenkins reviewed the Major Maintenance Summary for April 2021. He reported that Inframark repaired two water leaks in the District. He reported that Inframark purchased the degreaser, jetted the sewer main to remove stoppage at 19810 Medicine Bow, investigated lift pumps short cycling at Lift Station No. 2 and pulled and cleaned the floats, and investigated lift pumps not running at Lift Station No. 2 and removed and replaced phase monitor.

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

Mr. Jenkins requested authorization to turn one account totaling \$43.56 over to Collections Unlimited of Texas. Mr. Jenkins stated that he is coordinating with President Spitzmiller regarding the termination process.

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 turn one account totaling \$43.56 over to Collections Unlimited of Texas.

8. **Approve Consumer Confidence Report.** Mr. Jenkins reviewed the Consumer Confidence Report ("CCR") with the Board. 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 CCR.

9. **Developer's Report.** President Spitzmiller recognized Mr. Stunja, who stated that there was no report.

10. **Cyber Security Training reminder.** President Spitzmiller stated that Ms. Maher can send the cyber security training link to the Board.

11. **Discussion related to bidding requirements and City of Houston ETJ regulations.** President Spitzmiller recognized Mr. Millas, who reported on the bidding requirements in Chapter 49 of the Texas Water Code. He stated that if the contract amount is less than \$25,000, the District does not need to advertise or seek competitive bids. He noted that if the contract amount is between \$25,000 and less than \$75,000, the District would need to seek written competitive bids from at least three bidders, and that if the contract amount is more than \$75,000, the District would need to advertise the proposed contract and seek competitive bids. Ms. Wilkinson stated that there are certain situations when the District does not have to follow the above bidding requirements, like during an emergency. She stated that during an emergency, the District can submit an emergency authorization with the Texas Commission on Environmental Quality (“TCEQ”).

Ms. Wilkinson reported on the City of Houston extraterritorial jurisdiction (“ETJ”) regulations. She stated that any major maintenance, improvements, or new facilities require City of Houston approval since the District is part of the City of Houston’s ETJ, and that the District has to abide by the City of Houston’s design standards.

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

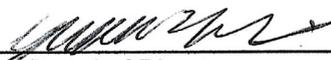
THERE BEING NO FURTHER BUSINESS TO COME BEFORE THE BOARD, the meeting was adjourned.

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The foregoing minutes were passed and approved by the Board of Directors on  
June 8, 2021.

  
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President, Board of Directors

ATTEST:

  
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Secretary, Board of Directors

(DISTRICT SEAL)

