

**MINUTES OF MEETING
OF THE
BOARD OF DIRECTORS**

THE STATE OF TEXAS §
COUNTY OF HARRIS §
HARRIS COUNTY MUNICIPAL UTILITY DISTRICT NO. 127 §

The Board of Directors of Harris County Municipal Utility District No. 127 met in regular session, open to the public, at its regular meeting place outside the boundaries of the District on August 12, 2019; whereupon, the roll was called of the members of the Board of Directors, to-wit:

Maureen Herzog	President
Simona Brooks	Vice President
Katrina Ortega	Secretary
Don Baylor	Assistant Secretary
Kate Zamora	Director

All members of the Board of Directors were present except Director Brooks. Director Baylor entered the meeting after the minutes.

Also present were Chris Richardson, attorney, Stephanie Nagel, legal assistant, of Strawn & Richardson, P.C.; Stephanie Viator of District Data Services, Inc.; Vickey Sullivan of Equi Tax, Inc.; Dan Freeland and Chris Hoffman of H₂O Consulting, Inc.; and Robert Atkinson of Edminster, Hinshaw, Russ & Associates, Inc.

WHEREUPON, the meeting was called to order by the President and evidence was presented that public notice of the meeting was given in compliance with the law.

1. **PUBLIC COMMENTS.** There were no public comments at this time.
2. **MINUTES OF MEETING.** The next item to come before the Board of Directors was the review and approval of the minutes of the meeting of July 8, 2019.

Following a discussion, it was moved by Director Herzog and seconded by Director Ortega that the minutes of the meeting of July 8, 2019 be approved, which motion carried unanimously, 3-0.

Director Baylor entered the meeting at this time.

3. **BOOKKEEPER'S REPORT.** Stephanie Viator presented the bookkeeper's report of certain expenses, and the budget comparison for the period ending July 31, 2019, and the Quarterly Investment Report, copies of which is attached as Exhibit "A" and "B", respectively. Ms. Viator presented the checks for approval and reviewed the fund balances and the budget to actual comparison through July. Director Herzog asked for the garbage collection expense to be updated for accuracy.

Following discussion by the Board, it was moved by Director Herzog and seconded by Director Ortega that the bookkeeper's report, including the list of expenses be approved and that the Quarterly Investment Report be approved. Said motion carried unanimously, 4-0.

4. **TAX ASSESSOR REPORT.** Vickey Sullivan reviewed the tax report for the month of July, a copy of which is attached as Exhibit "C". The report reflected the District has collected 98.7% of its 2018 taxes and 99.7% of its 2017 taxes as of July 31, 2019.

Ms. Sullivan next presented the delinquent tax report. She stated the delinquent tax attorney requested authorization to send water termination letters to those accounts which qualify.

Following further discussion, it was moved by Director Ortega and seconded by Director Baylor that the tax assessor/collector's report be approved, that the checks listed on the report be approved for payment, and to authorize the delinquent tax attorney to send water termination letters, which motion carried unanimously, 4-0.

5. **OPERATOR'S REPORT.** Dan Freeland presented the monthly operations report for the month of June, a copy of which is attached as Exhibit "D". The District has 1,809 connections, with 93% water accountability. Mr. Freeland reported the Wastewater Treatment Plant was in compliance with its permit. Mr. Freeland informed the Board that the climber screen needs to be repaired at the Sewer Treatment Plant, and the estimated cost to repair is \$16,000.00.

Director Herzog discussed the issue on Brenwood Circle, and the letter received last month from a resident regarding their usage. Mr. Hoffman informed the Board that their office went out and discovered the resident had a leaky toilet. Director Herzog also discussed a customer complained after moving out and not receiving her deposit refund. Mr. Hoffman stated the refund check was issued, and was sent to the address on file. The customer provided a correct address and the refund check was reissued today.

Following further discussion, it was moved by Director Ortega and seconded by Director Herzog that the operator's report be approved, and the cost of \$16,00.00 to repair the climber screen be approved which motion carried unanimously, 4-0.

6. **ENGINEER'S REPORT.** Robert Atkinson presented the engineer's report, a copy of which is attached as Exhibit "E". He discussed the status of the Adelaide Development. Mr. Atkinson presented for approval Pay Request No. 9 in the amount of \$16,200.00 from Hassell Construction, for Lift State No. 1, and Pay Request No. 3 in the amount of \$41,584.83 from Clearwater Utilities for the water, sewer and drainage in Adelaide, Section Two. He stated the developer will pay the contractor and be reimbursed by the District at a later date.

Mr. Atkinson presented the updated developer reimbursement schedule for the Board's review.

Mr. Atkinson discussed the Detention Basin Maintenance. He reported the developer has

completed construction of the Detention Basin. Mr. Atkinson stated three proposals were solicited and the low bidder was Environmental Allies in the amount of \$31,121.35 per year.

Mr. Atkinson informed the Board the developer has provided approved plans for the La Sendera at Barker Cypress Development, and the engineer for the project has discussed some adjustments for the sanitary sewer line.

Mr. Atkinson also presented for approval the Stormwater Quality Permit Renewals for Brenwood Trails, Section 1, Brenwood, Sections 1 and 7, and Brenwood, Section 8. Mr. Atkinson discussed and described smart meters, and asked if the Board would like him to arrange for a presentation, the Board agreed.

Following further discussion, it was moved by Director Baylor and seconded by Director Ortega that the engineer's report be approved, to approve Pay Request No. 9 for \$16,200.00 for Lift Station No. 1, Pay Request No. 3 for \$41,584.83 for the water, sewer and drainage for Adelaide, Section Two, to approve Environmental Allies contract for the Detention Basin Maintenance pending further review, and to approve the Stormwater Quality Permit Renewals for Brenwood Trails, Section 1, Brenwood, Sections 1 and 7, and Brenwood, Section 8. which motion carried unanimously, 4-0.

7. **REIMBURSEMENT AGREEMENT.** The Board considered approval of the revised Reimbursement Agreement with Brenwood Estates, Ltd., a copy of which is attached as Exhibit "F". Chris Richardson explained first agreement between the parties called for reimbursement of the developer through a series of annual payments from the District's operating account. The revision calls for reimbursement from an issuance of bonds.

Following further discussion, it was moved by Director Ortega and seconded by Director Zamora to approve the Amendment to the Reimbursement Agreement with Brenwood Estates,

Ltd., which motion carried unanimously, 4-0.

8. **DISTRICT WEBSITE.** Director Herzog discussed the upcoming Town Hall meeting on August 13, 2019, and the introduction of the new directors.

9. **ADJOURNMENT.** There being no further business, it was moved, seconded, and unanimously carried, that the meeting be adjourned.

PASSED, ADOPTED and APPROVED this 9th day of September, 2019.





Secretary