

**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 September 9, 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 with Director Brooks entered the meeting after the tax report.

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.; Chris Hoffman of H₂O Consulting, Inc.; Robert Atkinson of Edminster, Hinshaw, Russ & Associates, Inc; and Julie Williams of Rathmann & Associates, LP.

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 August 12, 2019.

Following a discussion, it was moved by Director Herzog and seconded by Director Ortega that the minutes of the meeting of August 12, 2019 be approved, which motion carried unanimously, 4-0.

3. **BOOKKEEPER'S REPORT.** Stephanie Viator presented the bookkeeper's report of certain expenses, and the budget comparison for the period ending August 31, 2019, a copy of which is attached as Exhibit "A". Ms. Viator presented the checks for approval and reviewed the fund balances and the budget to actual comparison through August.

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

4. **TAX ASSESSOR REPORT.** Vickey Sullivan reviewed the tax report for the month of August, a copy of which is attached as Exhibit "B". The report reflected the District has collected 98.9% of its 2018 taxes and 99.7% of its 2017 taxes as of August 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, and one 2014 personal property account to write off as uncollectible for \$61.49.

Following further discussion, it was moved by Director Ortega and seconded by Director Zamora that the tax assessor/collector's report be approved, that the checks listed on the report be approved for payment, to authorize the delinquent tax attorney to send water termination letters, and to write off one 2014 uncollectible personal property account for \$61.49, which motion carried unanimously, 4-0.

Director Brooks entered the meeting at this time.

5. **2019 TAX RATE, HEARING DATE, AND PUBLICATION.** Julie Williams presented tax rate recommendation, a copy of which is attached as Exhibit "C". She recommended maintaining the 2018 debt service rate of \$0.40 and maintenance tax rate of \$0.26 for a total tax rate of \$0.66.

Following further discussion, a motion was made by Director Ortega, seconded by Director Baylor and unanimously carried that the tax assessor/collector be authorized to publish the 2019 tax rate calculation as required by law, with a debt tax rate of \$0.40 and a maintenance tax rate of \$0.26, and to set a public hearing date of October 14, 2019 at 12:00 noon, 5-0.

6. **HCAD NOMINATION.** The Board next considered approving the Resolution Nominating a Candidate for a Position on the Board of Directors of HCAD. Chris Richardson explained the role of the HCAD Board of Directors. He stated Glenn Peters has represented the municipal utility districts for several years. The Board did not take any action on this item.

7. **OPERATOR'S REPORT.** Chris Hoffman presented the monthly operations report for the month of July, a copy of which is attached as Exhibit "D". The District has 1,809 connections plus 341 added tap connections, with 94% water accountability. Mr. Hoffman reported the Wastewater Treatment Plant was in compliance with its permit. Mr. Hoffman reviewed the accounts in arrears to be sent to collections.

Following further discussion, it was moved by Director Baylor and seconded by Director Brooks that the operator's report be approved which motion carried unanimously, 5-0.

8. **AMENDMENT TO OPERATORS CONTRACT.** Mr. Hoffman presented an Operations Contract Amendment, a copy of which is attached as Exhibit "E". The amendment to

the contract would be to add the operation of the Adelaide Lift Station for a cost of \$500.00 per month.

Following further discussion, it was moved by Director Ortega and seconded by Director Brooks to approve the Operations Contract Amendment which motion carried unanimously, 5-0.

9. **SMART METERS PRESENTATION.** Jennifer Smith and Sara Burson with Badger Meters gave a presentation regarding the benefits of adding smart meters within the District.

Director Ortega left the meeting at this time.

10. **ENGINEER'S REPORT.** Robert Atkinson presented the engineer's report, a copy of which is attached as Exhibit "F". He discussed the status of the Adelaide Development. Mr. Atkinson presented for approval Construction Materials Testing Pay Request No. 2 in the amount of \$3,495.50 and Pay Request No. 3 in the amount of \$680.00 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 stated Environmental Allies has submitted a proposal for review by the Attorney for the District.

Mr. Atkinson informed the Board the developer was notified that a recorded plat was necessary to provide utilities to the La Sendera at Barker Cypress Development.

Mr. Atkinson also informed the Board that the District's insurance policy was updated to include the Lift Station and the two detention ponds in the Adelaide Development.

Following further discussion, it was moved by Director Baylor and seconded by Director Zamora that the engineer's report be approved, to approve Pay Request No. 2 for \$3,495.50, and

Pay Request No. 3 for \$680.00 for the water, sewer and drainage for Adelaide, Section Two, which motion carried unanimously, 4-0.

11. **DISTRICT WEBSITE.** Director Herzog discussed the upcoming National Night Out event on October 1, 2019.

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

PASSED, ADOPTED and APPROVED this 14th day of October, 2019.



Katrina Ortega

Secretary