

**HARRIS COUNTY MUNICIPAL UTILITY DISTRICT NO. 61**  
**Minutes of Meeting of Board of Directors**  
**November 24, 2020**

The Board of Directors of Harris County Municipal Utility District No. 61 met by videoconference on November 24, 2020, in accordance with the duly posted notice of meeting, and the roll was called of the duly constituted officers and members of said Board of Directors, as follows:

Wheeler BeMent, President  
Billy Lowery, Vice-President  
W.R. Lusby, Secretary  
Floyd J. Ball, Assistant Secretary  
William Evans, Director

and all of said persons were present, thus constituting a quorum.

Also present via videoconference were Jim Ainsworth, Faith Despard and Andrew Johnson of A&S Engineers, Inc. (“A&S”); Lonnie Wright of Municipal Operations & Consulting, Inc. (“MO&C”); Tina Kelsey of Myrtle Cruz, Inc. (“MC”); Caryn Adams of Wheeler & Associates, Inc. (“W&A”); Richard Martin of First Environment Erosion Controls (“FEEC”); Kelly Gard of KGA DeForest Design, LLC (“KGA”); Sergeant Johnson, Sergeant Conner, and Deputy Waits of Harris County Sheriff’s Office (“HCSO”); and David Marks of Marks Richardson PC (“MRPC”).

The President called the meeting to order.

As the first order of business, the Board considered comments from members of the public. No one present signed up to address the Board.

The Board next considered approval of the minutes of the Board of Directors meeting held on October 27, 2020. After discussion, Director Ball made a motion to approve the minutes of the meeting held on October 27, 2020, as presented. Director BeMent seconded the motion. A roll call vote was conducted and with all five directors present voting in the affirmative, the motion unanimously carried.

The Board next considered a report relative to security patrol services by the Harris County Sheriff’s Office (“HCSO”). Sergeant Johnson reviewed the attached patrol report for October from the HCSO and discussed recent activity in the District.

Sergeant Conner then reviewed the POV Contract Patrol Report for October and discussed the night shift activities in the District. Director Lowery stated that Deputy Hardwick has vacated his position within the POV contract, and he introduced Deputy Waits as the replacement for the POV contract. Director Lowery stated that he forgot to send the security reports early and sent the reports earlier this afternoon.

The Board next considered adding an additional evening shift deputy and changes to the Patrol Agreement. Director Lowery stated that Harris County Municipal Utility District No. 62 approved the addition of a third evening shift deputy. He recommended that the Board approve

participation in the costs associated with a third evening shift deputy. Director Ball stated that he is opposed to adding a third deputy as he would like to see excess funds being spent on park areas for the District. He also noted that the cost sharing with HCMUD No. 62 does not seem fair and believes it should be recalculated. After discussion, Director Lowery made a motion to authorize a third deputy, beginning when the existing contract renews. Director Lusby then requested that the Board defer the matter until next month's meeting and the Board unanimously concurred.

The Board next considered approval of a request from the Williamsburg Settlement Maintenance Association ("WSMA") to provide the security patrol report early in the month. After discussion, Director Ball made a motion to approve providing the security report to the WSMA within twenty-four (24) hours following the District's monthly meeting. Director Lusby seconded the motion. A roll call vote was conducted and with all five directors present voting in the affirmative, the motion unanimously carried. Director Lowery also agreed to email the security patrol reports to the District's attorneys for posting by noon on the Friday prior to the monthly Board meeting.

The Board next considered a report on mowing activity within the District. Mr. Martin reviewed the attached report with the Board and reported on the status of mowing within the District. He next presented a proposal for \$354.65 to install latches for the wrought iron gates. After discussion, Director Ball made a motion to approve the proposal for \$354.65 to install latches for the wrought iron gates. Director Lowery seconded the motion. A roll call vote was conducted and with all five directors present voting in the affirmative, the motion unanimously carried.

Mr. Martin next presented the attached Mowing and Maintenance Budget which includes an 8% rate increase on mowing, seeding and fertilization. The Board noted that it would be an increase of approximately \$6,800 per year. Mr. Martin stated that he also provided a proposal for the application of fire ant pesticide, as needed, for \$275 each application. The Board requested that A&S obtain bids for the Board's review.

The Board next considered the status of surface water issues and the West Harris County Regional Water Authority ("WHCRWA"). Director Evans reported that he attended the WHCRWA virtual town hall meeting. Director Lusby stated that the revised WHCRWA rates were posted on the District's webpage.

The Board next considered the financial and investment reports and invoices presented for payment. The Board reviewed the attached bookkeeping reports, investment inventory reports and bills for payment received from Myrtle Cruz, Inc. After review and discussion, Director Ball made a motion to approve the reports and authorize the disbursements identified therein, including the deferral of check no. 1283 issued for payment to CenterPoint Energy. Director Lowery seconded the motion. A roll call vote was conducted and with all five directors present voting in the affirmative, the motion unanimously carried.

The Board next considered the annual review of the District's Order Establishing Policy for Investment of District Funds and Appointing Investment Officer ("Order") and the adoption of a related Resolution. Mr. Marks advised that there are no proposed changes to the Order at this time and recommended that the current Order remain in effect. After discussion, Director Ball made a motion to adopt the attached Resolution Regarding Review of Order Establishing Policy for Investment of District Funds and Appointing Investment Officer, and to authorize the President

to sign and the Secretary to attest the Resolution on behalf of the Board and District. Director Evans seconded the motion. A roll call vote was conducted and with all five directors present voting in the affirmative, the motion unanimously carried.

The Board next considered the status of collection of taxes. The Board reviewed the attached tax assessor's report and the delinquent tax roll for the month of October. It was noted that 99.78% of the District's 2019 taxes had been collected through October 31, 2020. After review and discussion of the reports, Director Evans made a motion to approve the reports and authorize the disbursements identified therein. Director Lowery seconded the motion. A roll call vote was conducted and with all five directors present voting in the affirmative, the motion unanimously carried.

There was next a discussion regarding the status of the District's delinquent tax accounts. The Board reviewed the attached Delinquent Collections Listing as of October 31, 2020. The Board next reviewed the attached written report dated November 24, 2020, which had been prepared by the District's delinquent tax attorney, Perdue, Brandon, Fielder, Collins & Mott, L.L.P. No action was necessary with respect to the delinquent tax report.

The Board next considered authorizing the design, advertisement for bids and/or award of construction contracts, status of construction contracts previously awarded and acceptance of sites and easements. Mr. Ainsworth reviewed the attached report.

The Board next considered approval of the award of construction contract for expansion of water, sanitary sewer and drainage facilities to serve Skybox expansion. Mr. Ainsworth stated that he has nothing new to report. Mr. Marks reported that Director BeMent executed correspondence to Skybox regarding compliance with the special use restrictions and that the correspondence was forwarded to the attorney for Skybox.

The Board next considered approval of plans for the modifications of the Franz Road Sheet Flow Road Adjustments. Mr. Ainsworth stated that A&S is revising the drainage study that was previously performed. He stated that once prepared, A&S will schedule a meeting with Directors BeMent and Ball to review road profiles prior to meeting with Harris County.

The Board next considered the status of the construction contract with Aranda Industries, LLC ("Aranda") for Waterline Replacement, Phase II. Mr. Ainsworth stated that construction activity continues, and he reviewed an updated exhibit showing the approximate schedule. He then presented Pay Application No. 2, in the amount of \$504,926.59, and recommended payment of same. After discussion, Director Ball made a motion to approve Pay Application No. 2, in the amount of \$504,926.59, as discussed above, and authorize A&S to advise the bookkeeper when to release the payment to Aranda. Director Lusby seconded the motion. A roll call vote was conducted and with all five directors present voting in the affirmative, the motion unanimously carried.

The Board next considered the status of the construction contract with Environmental Allies ("EA") for the weir elevation modification. Mr. Ainsworth stated that the pre-construction meeting was held and the Notice to Proceed was set for December 7, 2020.

The Board next considered the acceptance of site and/or easement conveyances for facilities constructed or to be constructed for the District. Mr. Ainsworth reported that he had nothing new to report.

The Board next considered the status of storm water quality permits. Mr. Ainsworth stated that the storm water quality permits for Mason/Franz Storm Trooper, Mason Ranch Detention Pond, Mason Seniors Detention Pond and Westside Office Park Detention Pond are all up to date.

Mr. Ainsworth reported on the status of the Mason & Franz development. He stated that a punch list item to complete the force main connection is outstanding pending resolution of the easements. Mr. Ainsworth also reported that A&S sent a response on the sidewalk program to Harris County and advised that there is no action required at this time.

The Board next considered the status of the elevated storage facility variance. Mr. Ainsworth reported that A&S is currently working on the elevated storage tank variance request to the Texas Commission on Environmental Quality (“TCEQ”) and is coordinating with MOC on same.

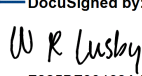
The Board next considered the issuance of utility commitments. No one present had anything new to report.

The Board next considered a report on the District’s water, sanitary sewer and storm sewer systems for the month of October. Mr. Wright reported that 93% of the water pumped during the month of October had been accounted for, and that the District’s facilities had been operated in compliance with their respective permits.

The Board next considered the report on the regional sewage treatment plant, including compliance with the wastewater discharge permit. Mr. Wright stated that the facilities were operated in compliance with the permit and operated at 51% of capacity for the month of October. He noted that there have been recent issues with the lift station being clogged with wipes.

The Board next considered matters for possible placement on future agendas. The Board then discussed holding the next meeting via video conference on December 22, 2020.

There being no further business to come before the Board, the meeting was adjourned.

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Secretary, Board of Directors

ATTACHMENTS TO MINUTES OF BOARD OF DIRECTORS  
November 24, 2020

1. Patrol Report from HCSO/Off-Duty Report
2. FEEC Report
3. Proposal from FEEC
4. Mowing and Maintenance Budget from FEEC
5. Bookkeeper's Report
6. Resolution Regarding Review of Investment Policy
7. Tax Assessor Collector's Report
8. Delinquent Tax Report
9. Engineer's Report with related correspondence
10. Operations Report