

**HARRIS COUNTY MUNICIPAL UTILITY DISTRICT NO. 61**  
**Minutes of Meeting of Board of Directors**  
**December 22, 2020**

The Board of Directors of Harris County Municipal Utility District No. 61 met by videoconference on December 22, 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 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”); Sergeant Conner 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 November 24, 2020. After discussion, Director Ball made a motion to approve the minutes of the meeting held on November 24, 2020, as presented. 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 a report relative to security patrol services by the Harris County Sheriff’s Office (“HCSO”). Director Lowery reviewed the attached patrol report for November from the HCSO and discussed recent activity in the District. He also discussed his conversations with HCSO regarding the addition of an additional evening shift deputy.

Sergeant Conner then reviewed the POV Contract Patrol Report for November and discussed the night shift activities in the District.

The Board next considered adding an additional evening shift deputy and changes to the Patrol Agreement. Director Ball discussed the residential metrics of the Williamsburg Settlement neighborhood. He stated that Harris County Municipal Utility District No. 62 (“HCMUD No. 62”) has twice as many residential units as the District. Director Ball recommended that the District ask HCMUD No. 62 to participate in the security services at a 50/50 cost sharing. Director BeMent stated that he believes it would be better to allocate amounts based on the assessed value, so

everyone is responsible for payment based on tax revenue. Director Ball then recommended a six (6) month trial period in which the District will re-evaluate its commitment during that time. He then stated that he would like to keep the security contract at two (2) deputies until the HCSO can fulfill its obligations under the existing contract.

The Board next considered the review and approval of an Interlocal Agreement (“Agreement”) for Law Enforcement Services between Harris County and the District. Mr. Marks reviewed the proposed Agreement with the Board, noting that it provides for the same coverage as the current agreement and will become effective March 1, 2021. After discussion, Director Lowery made a motion to approve the Agreement and to authorize the President and Secretary to execute same on behalf of the Board and the District. Director BeMent seconded the motion. A roll call vote was conducted and with Directors BeMent, Lowery, Lusby and Evans voting in the affirmative, and Director Ball abstaining, the motion carried.

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. Director BeMent requested that Mr. Martin inspect the irrigation system settings at Dunmore Park.

The Board next considered the status of surface water issues and the West Harris County Regional Water Authority (“WHCRWA”). Director Evans reported that the WHCRWA continues on track.

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 November. It was noted that 9.14% of the District’s 2020 taxes had been collected through November 30, 2020. After review and discussion of the reports, Director BeMent 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 November 30, 2020. The Board next reviewed the attached written report dated December 22, 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 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 Evans made a motion to approve the reports and authorize the disbursements identified therein, including payment of the invoice for March for the HCSO Agreement. Director Ball 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 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.

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 with the contractor working on Hoyt inside the neighborhood. He noted that the contractor will restrict its operations from Christmas through New Year’s Day. Mr. Ainsworth next reviewed an updated exhibit showing the approximate schedule.

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. He stated that the project is on hold as A&S works through an issue with the pipeline company.

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 reported on the review of bids and award of contract for mowing and maintenance of the District’s park and drainage facilities. He stated that a package has been drafted and is in internal review to confirm that all the areas beyond the detention ponds are properly reflected. He noted that results will be presented to the Board at the January Board meeting.

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. Mr. Marks stated that MRPC received the deposit check from HEB in connection with the annexation of land into the District.

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 November. Mr. Wright reported that 100% of the water pumped during the month of November 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 45% of capacity for the month of November.

The Board next considered matters for possible placement on future agendas. The Board then discussed holding the next meeting via video conference on January 26, 2021.

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  
December 22, 2020

1. Patrol Report from HCSO/Off-Duty Report
2. FEEC Report
3. Tax Assessor Collector's Report
4. Delinquent Tax Report
5. Bookkeeper's Report
6. Engineer's Report with related correspondence
7. Operations Report