

MINUTES OF REGULAR MEETING  
HARRIS COUNTY MUNICIPAL UTILITY DISTRICT NO. 62  
HARRIS COUNTY, TEXAS

November 9, 2018

THE STATE OF TEXAS           §

COUNTY OF HARRIS           §

The Board of Directors (the “Board”) of Harris County Municipal Utility District No. 62 (the “District”) of Harris County, Texas, met in regular session, open to the public, at 7:30 a.m., on the 9th day of November 2018, at Municipal Operations & Consulting, Inc., 1825 Mason Road, Katy, Texas 77449, an office of the District outside the District’s boundaries, and the roll was called of the duly constituted officers and members of the Board, to-wit:

Kay Stephenson	President
Robert Kincaid	Vice President
Janice Sijansky	Secretary
Lonnie Falk	Assistant Secretary
Marla Doehring	Director

All Directors were present, with the exception of Director Stephenson, thus constituting a quorum.

Also present were Ms. Sarah Aschlager-Caudle of Wheeler & Associates, the District's Tax Assessor; Mr. Greg Dubiel of Municipal Operations & Consulting, the District’s Operator; Mr. Robert Atkinson, P.E., of Edminster, Hinshaw, Russ & Associates, the District's Engineer; Raymond Gabriele of Sueba Investments 308, Ltd., a developer in the District; and Mr. John R. Wallace of Bacon & Wallace, L.L.P., the District’s Attorney.

WHEREUPON, following a notation that notices of the meeting had been duly posted in accordance with law, copies of which are attached hereto as exhibits, the meeting was called to order.

PUBLIC COMMENTS

There were no public comments.

APPROVAL OF MINUTES

Minutes of the meeting held on October 11, 2018, were presented for review and approval. Upon motion duly made and seconded, the Board voted unanimously to approve the minutes as presented.

## TAX COLLECTOR/ASSESSOR'S REPORT

Sarah Alschlager-Caudle presented and reviewed the Tax Assessor/Collector's Report, a copy of which is attached hereto as an exhibit. She informed the Board that 99% of the District's 2017 tax levy had been collected. Ms. Caudle next presented the Delinquent Tax Report, a copy of which is attached hereto as an exhibit. She reported that the 2018 tax statements had been mailed; however, she noted there were no collections yet. Upon motion duly made and seconded, the Board voted unanimously to approve the Tax Assessor/Collector's report as presented, including payment of the checks listed thereon.

## BOOKKEEPER'S REPORT

Mr. Wallace presented the Bookkeeper's Report, a copy of which is attached hereto as an exhibit. He informed the Board that Pay Estimate No. 5 from Nunn Construction Ltd had been received in the amount of \$590,535.00. He reported that 42% of the construction funds had been expended, and he noted it included the payment to Nunn Construction Ltd. Mr. Wallace next informed the Board that the Water Plant budget was on tract; however, he noted that the date was wrong. He then reviewed the twelfth month of the year-to-date budget. Mr. Wallace informed the Board that the final version of the Operating Budget for fiscal year ending 2019 would be included in the report. He then reviewed the Investment Report, a copy of which is attached hereto as an exhibit. Upon motion duly made and seconded, the Board voted unanimously to approve the Bookkeeper's Report, the Investment Report, and payment of bills listed therein.

## OPERATOR'S REPORT

Greg Dubiel presented the Operator's Report, a copy of which is attached hereto as an exhibit. He reported the District's water accountability figure was down for the prior month due to the work in Harris County Municipal Utility District No. 61 ("MUD 61"). Mr. Dubiel stated the capacity level was 42% at the Wastewater Treatment Plant ("WTP") and there were no excursions. He next informed the Board that the lift station had been cleaned by SourcePoint. Upon motion duly made and seconded, the Board voted unanimously to approve the Operator's Report.

## ENGINEER'S REPORT

Robert Atkinson presented the Engineer's Report, a copy of which is attached hereto as an exhibit. Mr. Atkinson presented for Board approval Pay Estimate No. 5 for \$590,535.00 from Nunn Constructors Ltd. for the Water Plant No. 1 project. Upon motion duly made and seconded, the Board voted unanimously to approve Pay Estimate No. 5 as presented. Mr. Atkinson informed the Board that the water well project had been completed, and he noted that the foundation installation had commenced for the Ground Storage Tank.

Mr. Atkinson reported that the plat for the Water Plant site was in process. With regard to the detention pond, he stated the Board should consider putting a sanitary control easement on top of the pond once it had been conveyed to the District. He informed the Board that the project timeline was on schedule. Mr. Atkinson said that the diagram of the well and how it would be constructed had been received.

Mr. Atkinson informed the Board that he was working on the Bond Application Report. He then reported that Sueba Investments 308, Ltd. ("Sueba") and Parkside had requested information regarding the project expenses and closing statements, and he noted that the cost summary was in process.

With regard to the University Center Utilities project, Mr. Atkinson reported that the Notice to Proceed was dated June 28, 2017, and they were still waiting on the final invoices. He informed the Board that the University of Houston was working the locations and configurations for the fire hydrants, meters, and backflow preventers. He next stated that the Andretti Karting Zone site plans were being prepared. Mr. Atkinson said the new retail development on Franz Road would consist of forty equivalent single family connections.

Mr. Wallace informed the Board that the Mutual Services Agreement had been signed by MUD 64; although he noted he needed to determine the District's share of the utility reimbursement which would be split between the districts. He informed the Board that the District would get 100% of the tap fees.

With regard to the San Remo Detention Pond, Mr. Atkinson informed the Board that the pond had been inspected, and Champions Hydrolawn had recommended minor repairs to the pond before it could be brought up to standards to pass the Storm Water Permit. The Board then entered into a discussion and instructed the Attorney to proceed with the preparation of the conveyance for the detention pond. Mr. Atkinson informed the board that the capacity was being re-evaluated for the Lit Station. Upon motion duly made and seconded the Board voted unanimously to approve the Engineer's Report.

#### DEVELOPER'S REPORT

Ray Gabriele informed the Board that the San Remo apartment project would be completely finished in January 2019, and he noted they were working on the plans for the San Tierra apartment/townhouse complex and they expected to commence next summer. He informed the Board that the tract fronting on Grand Parkway was likely to be commercial.

#### OTHER MATTERS

With regard to Director Doehring's memorial, Director Sijansky informed the Board that she talked to the principal at Winborn Elementary regarding the bench. Director Sijansky stated that the school had no problem with the idea and they needed to decide on the location. She next proposed that the Board consider the west side close to the playground. She stated she would confer with the principal. Director Sijansky informed the Board that the bench needed to be ordered and the Operator could install the slab and bench.

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

(SEAL)



  
Secretary, Board of Directors