

MINUTES
MISSION BEND MUNICIPAL UTILITY DISTRICT NO. 2

January 18, 2022

The Board of Directors (the "Board") of Mission Bend Municipal Utility District No. 2 (the "District") met in regular session, open to the public, at the offices of Allen Boone Humphries Robinson LLP, 3200 Southwest Freeway, Suite 2400, Houston, Texas 77027, outside the boundaries of the District, with supplemental access by teleconference available to the public, on the 18th day of January, 2022, and the roll was called of the members of the Board being present:

Judy Villagomez	President
Mary Bertrand	Vice President
Susan Land Johnson	Assistant Vice President
Marlene Weppler	Secretary
Brenda S. Whitehead	Assistant Secretary

and all of the above were present, thus constituting a quorum.

Also attending in person were Deputy Charles Hill of the Harris County Sheriff's Office ("HCSO"); Susan Cita of TBG Partners ("TBG"); Vicki Busboom of VLB Bookkeeping Services; Lina Loaiza of Bob Leared Interests; Carlous Smith of Si Environmental, LLC ("Si"); Angie Hartwell of Touchstone District Services ("Touchstone"); Jacob Floyd of Langford Engineering, Inc. ("LEI"); Leroy Eaglin, resident of the District; and Christina Miller and Aidé Meza of Allen Boone Humphries Robinson LLP ("ABHR").

Due to the COVID-19 virus epidemic emergency and the high threat level warnings issued by various governments and agencies, the District established a telephone option for District consultants and members of the public to listen to the meeting and to address the Board. On the phone was Joseph Ellis of McCall Gibson Swedlund Barfoot PLLC ("McCall Gibson").

PUBLIC COMMENTS

Director Villagomez offered any members of the public attending the meeting in person or by telephone the opportunity to make public comment. Mr. Eaglin addressed the Board and expressed his enthusiasm for continuing to attend District meetings in 2022. There being no additional members of the public requesting to make public comment, Director Villagomez moved to the next agenda item.

MINUTES

The Board considered approving the minutes of the December 7, 2021 (Greenbelt), December 13, 2021 (Chelford), December 14, 2021 (Regular), and January 10, 2022 (Chelford) meetings. Ms. Miller stated there was no quorum at the January 4, 2022 (Greenbelt) meeting. Following review and discussion, Director Bertrand moved to approve the December 7, 2021 (Greenbelt), December 13, 2021 (Chelford), December 14, 2021 (Regular), and January 10, 2022 (Chelford) minutes, as presented. Director Wepler seconded the motion, which passed unanimously, with all directors voting "yea."

2022 DIRECTORS ELECTION

RESOLUTION DESIGNATING AN AGENT OF THE SECRETARY OF THE BOARD OF DIRECTORS DURING THE 2022 BOARD OF DIRECTORS ELECTION PERIOD

Ms. Miller discussed procedures related to the 2022 Directors Election. She reviewed a Resolution Designating an Agent of the Secretary of the Board of Directors During the 2022 Directors Election Period (the "Resolution").

NOTICE OF DEADLINE TO FILE APPLICATIONS FOR PLACE ON THE BALLOT

Ms. Miller reported on requirements to post a Notice of Deadline to File Applications for Place on the Ballot for the 2022 Directors Election (the "Notice of Deadline").

CONTRACT FOR ELECTION SERVICES WITH HARRIS COUNTY

Ms. Miller stated that the District may contract with Harris County (the "County") to conduct the District's 2022 Directors Election.

ORDER CALLING DIRECTORS ELECTION

Ms. Miller discussed procedures related to the 2022 Directors Election. She presented and reviewed an Order Calling Directors Election.

NOTICE OF ELECTION

Ms. Miller discussed that a Notice of Election may be required to be posted or published and provided to the County Clerk and Voter Registrar of the County.

Following review and discussion, Director Bertrand moved to: (1) adopt the Resolution appointing Aidé Meza as the agent of the Secretary of the Board of Directors to perform the duties of the District's 2022 Directors Election, authorize the agent to post the related notice as required, and direct that the Resolution be filed appropriately and retained in the District's official records; (2) authorize the Secretary's agent to post the Notice of Deadline, as required; (3) contract with the County to administer the District's 2022 Directors Election; (4) adopt the Order Calling Directors Election and direct that it be filed appropriately and retained in the District's official records; and (5) authorize the Secretary's agent to post or publish and provide to the County Clerk and Voter Registrar a Notice of Election, if required, and to direct that it be filed appropriately and retained in the District's official records. Director Johnson seconded the motion, which was approved by unanimous vote.

SECURITY SERVICES MATTERS

REPORT FROM HCSO

The Board acknowledged receipt of the November 2021 and December 2021 security services reports from the HCSO, copies of which are attached. Deputy Hill reported on recent criminal activity in the District, including an increase in personal property theft at public locations. Discussion ensued regarding the location of the recent thefts and descriptions of the vehicles involved in the thefts. He reported on the continued efforts to monitor and tow commercial vehicles that are parked overnight in the District. Deputy Hill stated that the towing enforcement program has been able to continue towing recurring offenders. Following discussion, there was no action on this matter.

UPDATE ON APPROVAL OF SIGNS PROHIBITING COMMERCIAL VEHICLES FROM PARKING OVERNIGHT

The Board discussed the ongoing efforts to obtain approval from the County for the installation of signs prohibiting commercial vehicles from parking in Altamira overnight. The Board stated that 20 petition signatures are still needed for the approval of installation of signs. Following discussion, there was no action on this matter.

INTERLOCAL AGREEMENT FOR LAW ENFORCEMENT SERVICES

The Board considered approving an Interlocal Agreement for Law Enforcement Services ("Interlocal Agreement") to renew the security services with the County. Ms. Miller stated that the proposed renewal of the Interlocal Agreement from March 1, 2022 through September 30, 2022 will cost a total amount of \$130,143.00, for 3 deputies. She stated that the County is amending its

fiscal year end to September 30 and that a new contract will be renewed for the September 30, 2022 through October 1, 2023 term at a later date.

Following review and discussion, Director Johnson moved to approve the Interlocal Agreement and direct that it be filed appropriately and retained in the District's official records. Director Bertrand seconded the motion, which passed unanimously, with all directors voting "yea."

FINANCIAL AND BOOKKEEPING MATTERS

Ms. Busboom presented and reviewed the bookkeeping report, including the investment report, the budget comparison, and the list of checks for the Board's approval. A copy of the bookkeeping report, including the investment report and budget comparison, is attached. The Board discussed Chelford City Regional Wastewater Treatment Plant ("Chelford") billing matters, and Ms. Busboom confirmed that billing has been received for the month of January 2022. Following review and discussion, Director Bertrand moved to approve the bookkeeping report, the checks presented for payment, and the investment report. Director Wepler seconded the motion, which passed unanimously, with all directors voting "yea."

AUDIT FOR FISCAL YEAR END SEPTEMBER 30, 2021

Mr. Ellis presented and reviewed the District's audit for the fiscal year end September 30, 2021, as prepared by McCall Gibson, including the management discussion and analysis.

Mr. Ellis reported on an outstanding audit item relating to the Second Amended and Restated Water Supply and Billing Agreement (the "Water Supply and Billing Agreement") between the District and other participating municipal utility districts within the Mission Bend Integrated Water System. He reported that certain adjustments will need to be made related to Chelford City Municipal Utility District's ("Chelford City MUD") billing of the Integrated Water System's invoices upon receipt of additional information from Chelford City MUD. He stated that billing amounts will need to be recalculated for the previous fiscal year due to a bookkeeping error. Mr. Ellis stated that the draft audit will be revised to incorporate the final calculations once they are available. The Board discussed the amount owed by the District, which Mr. Ellis stated will not result in a deficit in the District's general fund budget, because the District accurately bills residents for water usage per the Water Supply and Billing Agreement.

Following review and discussion, Director Bertrand moved to: (1) approve the management response letter and the audit, subject to final review and incorporation of comments provided by ABHR, and including the revision of Chelford City MUD's billing calculations; and (2) authorize filing of the audit as required by Texas

Commission on Environmental Quality (“TCEQ”) rules. Director Whitehead seconded the motion, which passed unanimously, with all directors voting “yea.”

ANNUAL DISCLOSURE STATEMENTS FOR INVESTMENT OFFICER AND BOOKKEEPER

Ms. Miller stated that in accordance with the District’s Investment Policy, the District’s bookkeeper and Investment Officer is required to execute a disclosure statement that discloses any relationships with banks and brokers who seek to sell investments to the District. The Board reviewed the annual disclosure statement. Ms. Miller added that the disclosure statement will be filed with the Texas Ethics Commission. Following review and discussion, Director Johnson moved to accept the disclosure statement, pursuant to the District’s Investment Policy and the Public Funds Investment Act, and direct that it be filed appropriately and retained in the District’s official records. Director Bertrand seconded the motion, which passed unanimously, with all directors voting “yea.”

ANNUAL REPORT REGARDING POST-ISSUANCE COMPLIANCE

Ms. Miller reported on the District’s compliance activities during the prior calendar year related to bond financings. She stated that no corrective action is required at this time. Following discussion, there was no action on this matter.

TAX ASSESSMENT AND COLLECTIONS MATTERS

Ms. Loaiza presented and reviewed the monthly tax report, a copy of which is attached, reflecting that 50.10% of the District’s 2021 taxes were collected as of the end of December 2021. Ms. Loaiza reported on check no. 1011 in the amount of \$13,363.66, to JSN Apartments LLC for a tax value reduction refund. Ms. Loaiza reported on the closing of the Wells Fargo Bank account and recent transfer of the District’s tax revenue funds to Allegiance Bank. Following review and discussion, Director Bertrand moved to approve the tax report and payment of the checks drawn on the District’s tax account, as presented. Director Wepler seconded the motion, which passed unanimously, with all directors voting “yea.”

CHELFORD CITY REGIONAL WASTEWATER TREATMENT PLANT MATTERS

The Board discussed Chelford matters, including the previously presented report reflecting three commercial locations within Chelford where total petroleum hydrocarbon (“TPH”) levels are higher than the normal range amount. Director Whitehead inquired about the status of the TPH levels at the three locations as well as locations where a high level of toluene was detected. Mr. Floyd stated that he will follow up with Mr. Tanny Busby of Envirodyne Laboratories, Inc. regarding the high levels of TPH and toluene. Following discussion, there was no action on this matter.

OPERATION OF DISTRICT FACILITIES

Mr. Smith presented and reviewed the operations report from Si, a copy of which is attached, including routine and preventative maintenance and repairs in the District. Mr. Smith reported that water accountability was 97.91% in the previous month. Mr. Smith reported on the current connections in the District, water production and distribution repairs, sanitary sewer maintenance, lift station maintenance, and water well maintenance and repairs during the previous month. Mr. Smith reported that Si has vector-pumped a sanitary sewer system to relieve the sewer line and relocated the sewer line away from a utility pole at 7850 Howell near Pavilion Point near the Alief Family YMCA facility.

UPDATE ON REPAINTING OF FIRE HYDRANTS

Mr. Smith updated the Board on the pressure washing and repainting of 231 fire hydrants throughout the District, as previously authorized by the Board. He stated that the pressure washing and repainting work has been completed. Mr. Smith reported on the replacement of one fire hydrant and repair of two fire hydrants within the District in the previous month.

UPDATE ON REPAIR OF WELL MOTOR AT WATER PLANT NO. 2

Mr. Smith updated the Board on the repair of the water well motor at the District's water well no. 2 at water plant no. 2.

UPDATE ON TELEVISIONING OF GROUND STORAGE TANK AND WATER WELL AT WATER PLANT NO. 1

Mr. Floyd updated the Board on the ground storage tank and water well no. 1 at water plant no. 1. He stated that Alsay Water, Inc. ("Alsay") has repaired and replaced the water well motor.

HEARING REGARDING TERMINATION OF WATER AND SEWER SERVICE

Mr. Smith presented and reviewed a list of delinquent customers to the Directors and reported the residents on the termination list were delinquent in payment of their water and sewer bills and were given written notification, in accordance with the District's Rate Order, prior to the meeting of the opportunity to appear before the Board of Directors to explain, contest, or correct their bills and to show why utility services should not be terminated for reason of non-payment. Mr. Smith reviewed the timeline of the delinquencies, including the date of notice letters, door hangers, and scheduled terminations.

Director Weppler inquired about certain delinquent commercial accounts, as well as delinquent charges for apartment complexes. Mr. Smith stated that the

delinquent account holders reflect out-of-state addresses and that payments have been made towards those accounts since the report was compiled for the Board's review.

Following review and discussion, and based upon the operator's recommendation, Director Whitehead moved to: (1) approve the operations report, as presented; and (2) authorize termination of delinquent accounts in accordance with the District's Rate Order and direct that the delinquent customer list be filed appropriately and retained in the District's official records. Director Wepler seconded the motion, which passed unanimously, with all directors voting "yea."

AMEND RATE ORDER

Ms. Miller discussed recently enacted legislation prohibiting certain retail water or sewer providers from imposing late fees or terminating service for nonpayment of water bills that become due during a period when the previous day's highest temperature and the predicted temperature for the next 24 hours is not higher than 28 degrees Fahrenheit. She presented a proposed Amended Rate Order incorporating such provisions. Following review and discussion, and based on the operator's recommendation, Director Wepler moved to adopt the District's Amended Rate Order, as presented, and direct that it be filed appropriately and retained in the District's official records. Director Johnson seconded the motion, which passed unanimously, with all directors voting "yea."

WEST HARRIS COUNTY REGIONAL WATER AUTHORITY ("WHCRWA") MATTERS

Ms. Miller reported on WHCRWA matters. She presented and reviewed a Memorandum regarding the 2022 Appointment Process for the WHCRWA Directors and 2021 Water Usage Reporting Form, a copy of which is attached.

COMPLETION AND SUBMITTAL OF WATER USAGE REPORTING FORM TO THE WHCRWA

The Board considered authorizing Si to complete and submit the Water Usage Reporting Form to the WHCRWA as in previous years.

RESOLUTION NOMINATING A CANDIDATE TO SERVE AS A DIRECTOR ON THE BOARD OF DIRECTORS OF THE WHCRWA, PRECINCT NO. 1

The Board discussed the WHCRWA's 2022 Director nomination process. The Board unanimously concurred to not nominate a candidate for Director for Precinct No. 1 due to a conflict of interest by the Board.

Following review and discussion, Director Johnson moved to authorize Si to complete and submit the Water Usage Reporting Form to the WHCRWA. Director Whitehead seconded the motion, which passed by a vote of 4 for and 1 abstention, with Directors Villagomez, Bertrand, Whitehead, and Johnson voting for the motion and Director Wepler abstaining from the motion.

ENGINEERING MATTERS

Mr. Floyd presented and reviewed the engineering report, a copy of which is attached.

UPDATE ON STAND-BY GENERATOR

Mr. Floyd stated there were no updates to the stand-by generator lease agreement with NTS Rentals, LLC. Director Villagomez inquired about the lack of updates regarding the stand-by generator. Mr. Floyd clarified that there are no updates, because the District has not needed to utilize the generator at its facilities. He confirmed that the stand-by generator is in place and ready to be used during an emergency.

AUTHORIZE DESIGN OF PERMANENT GENERATORS

Mr. Floyd updated the Board on the status of design of the permanent generators for the District. He stated that design is underway and that plans will be submitted for approval following the regular March 2022, meeting. The Board discussed the expected timeline for agency submittal and approval of plans and specifications as well as completion of the construction and installation of the generators. Mr. Floyd discussed the expected timeline for the final completion of the District's permanent generators, based on the current agency approval rate of comparable projects in other Districts.

UPDATE ON SANITARY SEWER CLEANING AND TELEVISIONING PROJECT

Mr. Floyd updated the Board on the District-wide sanitary sewer cleaning and televising project. He stated that LEI and Si will review the final videos from Phase I of the project for any major problems and will report back to the Board.

UPDATE ON 5-YEAR ASSESSMENT PLAN

Mr. Floyd stated that LEI is finalizing the District's 5-Year Assessment Plan, which will be presented to the Board for review at the next regular Board meeting.

14550 BEECHNUT ROAD

Mr. Floyd reported on the property at 14550 Beechnut Road. He stated that the property owner is expanding to add office buildings to the property. Mr. Floyd stated that LEI has reviewed the revised construction plans, per the District's Amended Rate Order, and plans to issue an approval letter to the property owners, a copy of which is attached to the engineer's report.

The Board considered accepting a 375-square foot water meter easement at 14550 Beechnut Road, pending receipt of the fully executed easement.

UPDATE ON WATER WELL NO. 1

Mr. Floyd restated that Alsay has repaired and reinstalled the motor at water well no. 1. Mr. Floyd presented and reviewed a proposal from Alsay in the amount of \$160,017.00, to begin additional emergency repair work at water well no. 1, subject to approval by the TCEQ. The Board discussed the need for the emergency repairs to the water well. He requested the Board authorize submission of an emergency repair authorization letter to the TCEQ by ABHR and approve Alsay to begin the repairs upon approval by the TCEQ.

Following review and discussion, Director Bertrand moved to: (1) approve the engineer's report, as presented; (2) accept the 375-square foot water meter easement at 14550 Beechnut Road, pending receipt of the fully executed easement; (3) authorize submission of an emergency repair authorization letter to the TCEQ by ABHR; and (4) approve Alsay to begin the repairs in the amount of \$160,017.00, upon approval by the TCEQ. Director Weppler seconded the motion, which passed unanimously, with all directors voting "yea."

UPDATE REGARDING BOND APPLICATION NO. 10

Mr. Floyd updated the Board on the status of bond application no. 10. Mr. Floyd stated that the previously submitted application has been declared administratively complete by the TCEQ. He reported that LEI has provided additional information, which was requested by the agency reviewer. The Board discussed the possible timeline for the bond sale and preparation of bond application no. 11 to fund park and recreational projects throughout the District. Director Bertrand inquired about the continuation of Mission Bend Greenbelt Trail ("Trail") improvements. Ms. Cita stated that the District's original developer may have installed the Trail and the Board discussed the possibility of funding additional Trail improvement projects. Following discussion, the Board directed the District's landscape architect to review the Greenbelt Trails Master Plan and confirm ownership of the Trail segments.

PARK AND RECREATIONAL FACILITY MATTERS

Ms. Cita presented a report regarding the District's parks and recreational facilities, a copy of which is attached.

MAGNOLIA PARK MAINTENANCE

Ms. Cita reported on pressure washing at Altamira. She stated there are no new invoices for approval this month.

Ms. Cita reported on Altamira subdivision entrance enhancements at Via Del Norte. She stated that the concrete sidewalk is complete, and that Custom Scapes has installed landscaping, as previously approved. She presented and recommended for approval invoice no. 2583 from Custom Scapes in the amount of \$2,110.00, for the planting and maintenance at the Via Del Norte entrance.

Ms. Cita updated the Board on lighting maintenance and repairs by Express Electrical Services, Inc. She stated there are no new invoices for approval this month.

Ms. Cita reported on the general landscape maintenance invoices for Magnolia Park from Custom Scapes that have been authorized for payment by the Board. She presented and reviewed invoice no. 2581 for monthly District landscape maintenance in the amount of \$7,023.75, invoice no. 2582 for monthly maintenance and mowing of Reserve E in Terra Del Sol, Section 7 in the amount of \$600.00, and invoice no. 2579 for facility mowing in the amount of \$434.00, copies of which are attached to the parks and recreational facilities report.

Ms. Cita stated that no additional maintenance estimates or invoices have been submitted for Magnolia Park.

PEDESTRIAN BRIDGE PROJECT (THE "BRIDGE")

Mr. Floyd reported on the Bridge replacement project. He presented and recommended for approval Pay Application No. 5 in the amount of \$62,218.48, submitted by D.L. Meacham, LP ("D.L. Meacham"), for work completed through November 30, 2021. He presented and recommended for approval Pay Application No. 6 in the amount of \$100,412.86, submitted by D.L. Meacham, for work completed through December 31, 2021. Mr. Floyd reported that the substantial completion walk-through is scheduled for Friday, January 21, 2022, and that Alief Independent School District has been notified that the Bridge will be open for pedestrian traffic on Monday, January 24, 2022. Ms. Miller restated that the grand opening special Board meeting will be scheduled for a later date in the Spring of 2022, based upon the previous feedback from Directors.

Following review and discussion, and based upon the engineer's recommendation, Director Bertrand moved to: (1) approve Pay Application No. 5 in the amount of \$62,218.48, from D.L. Meacham; and (2) approve Pay Application No. 6 in the amount of \$100,412.86, from D.L. Meacham. Director Weppler seconded the motion, which passed unanimously, with all directors voting "yea."

Ms. Cita updated the Board on the Bridge naming plaque options. She stated that TBG is preparing plaque renderings for the Board's review and consideration at the next regular Board meeting. She reported that the Bridge arches have been repaired. Ms. Cita updated the Board on a future Change Order credit to the Bridge contract for the previously approved modification of the Bridge panels.

Director Villagomez requested the Board consider delegating additional authority for Change Order approvals for the construction projects between regular Board meetings. The Board discussed the current scope of Director Villagomez's delegation of authority, based on the Board's previous authorization. Director Weppler discussed authorizing delegation of authority to future projects on a project-by-project basis. Following discussion, the Board concurred unanimously to approve delegations of authority for approval of Change Orders to Directors for work between regular Board meetings in an amount not to exceed an agreed upon amount on a project-by-project basis.

MISSION BEND GREENBELT TRAIL IMPROVEMENTS PROJECT

Ms. Cita updated the Board on the Trail project. Ms. Cita stated that ongoing work includes the installation of irrigation, signage, planting, and wildflower bed preparations. Ms. Cita reported that the partial substantial completion walk-through is scheduled for Friday, January 21, 2022. She presented and recommended for approval Pay Application No. 10 from D.L. Meacham in the amount of \$209,319.21. Ms. Cita also presented and recommended for approval Change Order No. 3 to the contract with D.L. Meacham for a sidewalk tie-in at Via Del Norte and to increase the contract in the amount of \$1,600.00. Based on Ms. Cita's recommendation, the Board determined that Change Order No. 3 is beneficial to the District.

Director Bertrand inquired about the possibility of installing lighting along the completed Trail. Ms. Cita stated that TBG will research lighting options near the plaza, which is within the Magnolia Park boundaries and currently has electrical wiring capabilities. Ms. Cita updated the Board on the status of a future water irrigation system proposal, which will be presented for review and consideration at the next regular Board meeting. The Board discussed recent Harris County Flood Control District vehicle activity near the

Chelford facilities, and Ms. Cita stated the vehicle activity has been reported to the appropriate parties, per their request.

LITTLE VILLA WETLAND PARK IMPROVEMENTS

Ms. Cita reported on the commercial screening landscape and irrigation project at Little Villa Wetland Park. She stated that design documents are being prepared and that a walk-through with Director Villagomez will be scheduled before the next regular Board meeting.

Ms. Cita updated the Board on the irrigation system maintenance review and irrigation controller issues. She stated that there are no new updates.

Ms. Cita reported on the general landscape maintenance invoice for Little Villa Wetland Park from Custom Scapes that has been authorized for payment by the Board. She presented and reviewed invoice no. 2580 for monthly maintenance at Little Villa Wetland Park in the amount of \$3,320.00.

Ms. Cita stated that no additional maintenance estimates or invoices have been submitted for Little Villa Wetland Park.

Director Villagomez reported on a proposal for garland and wreath installation at Altamira along Bellaire Boulevard for the 2022 holiday season from Holy Christmas Lights. The Board concurred unanimously to review and consider the proposal at the next regular Board meeting.

Following review and discussion, and based upon the landscape architect's recommendation, Director Bertrand moved to: (1) approve the parks and recreational facilities report, as presented; (2) approve invoice no. 2583 from Custom Scapes in the amount of \$2,110.00, for the planting and maintenance at the Via Del Norte entrance; (3) approve the general landscape, maintenance, and repair invoices for Magnolia Park by Custom Scapes that were authorized for payment by the Board, as presented; (4) approve Pay Application No. 10 in the amount of \$209,319.21, from D.L. Meacham for the Trail improvements project; (5) approve Change Order No. 3 in the amount of \$1,600.00, as an increase to the contract with D.L. Meacham for the sidewalk tie-in at the Trail improvements project and Via Del Norte, based upon the landscape architect's recommendation and the Board's finding that Change Order No. 3 is beneficial to the District; and (6) approve the general landscape, maintenance, and repair invoice for Little Villa Wetland Park by Custom Scapes that was authorized for payment by the Board, as presented. Director Whitehead seconded the motion, which passed unanimously, with all directors voting "yea."

DISTRICT TECHNOLOGY MATTERS

UPDATE ON THE DISTRICT'S WEBSITE

Ms. Hartwell presented and reviewed a website communications report for the previous month, a copy of which is attached. She reported on news posts, website statistics, resident inquiries, open items, and action items from the previous month. Ms. Hartwell provided an update on the previously approved Parks page, the article about park improvements, the images and information for the individual park links, and research on possible images for the home page. The Board discussed details of the individual park pages and links. Ms. Hartwell stated that Touchstone will visit the District to obtain additional photographs. Ms. Cita stated that TBG will coordinate a site visit with Touchstone. Following discussion, the Board directed Touchstone to prepare a rough draft of the article about park improvements and images for the home page for review and consideration at the next regular Board meeting.

UPDATE ON IMPLEMENTATION OF THE EMERGENCY MESSAGING SYSTEM

Ms. Hartwell updated the Board on the implementation of emergency messaging services in the District. She stated that Touchstone has enrolled 1,045 residents to the District's emergency messaging system. Following discussion, there was no action on this matter.

BOARD PERFORMANCE REVIEW OF CONSULTANT CONTRACTS

Mr. Floyd presented and reviewed a copy of LEI's proposed billing rates for 2022, a copy of which is attached, which represent a 6.1% increase from the current standard billing rates to account for labor cost increases since 2020. He stated that the Consumer Price Index increase for the Houston area for the prior year is 6.1%. Mr. Floyd requested the Board consider approving the proposed billing rates for 2022, in accordance with the District's Agreement for Engineering Services, effective February 1, 2022.


The Board discussed details of the District's Agreement for Engineering Services and specific engineering services provided by LEI, including attendance at the Mission Bend Greenbelt Association special Board meeting and the Chelford special Board meeting. Director Bertrand inquired whether this rate increase is being requested across all Districts. Mr. Floyd confirmed that the increase is across all Districts for which LEI is the engineering firm. Following review and discussion, the Board concurred unanimously to defer review and discussion of LEI's proposed billing rates for 2022 until the next regular Board meeting.

The Board discussed the current website management services by Touchstone, including the timeline for finalization of park page details on the District's website. Following discussion, there was no action on this matter.

MEETING SCHEDULE AND PLANNING MATTERS

The Board discussed the next regular Board meeting on February 15, 2022, at 6:00 p.m. at ABHR with supplemental access via teleconference for consultants and members of the public.

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


Secretary, Board of Directors



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