

MINUTES
HARRIS COUNTY MUNICIPAL UTILITY DISTRICT NO. 147

January 12, 2022

The Board of Directors (the "Board") of Harris County Municipal Utility District No. 147 (the "District") met in regular session, open to the public, on the 12th day of January, 2021, at 777 North Eldridge Parkway, Suite 500, Houston, Texas 77079 outside the boundaries of the District, and the roll was called of the members of the Board:

David E. Bugyi	President
Kay L. Pugh	Vice President
Mary L. Purzer	Secretary
Michelle Miller	Assistant Secretary
Vacant	Assistant Vice President

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

Also present at the meeting were Sherri Greenwood of BKD, LLP ("BKD"); Jolie Craft of Vogler & Spencer Engineering, Inc. ("V&S"); Patty Rodriguez of Bob Leared Interests, Inc. ("BLI"); Stephanie Viator of District Data Services, Inc. ("District Data"); Clay Brandenburg of Inframark Water & Infrastructure Services ("Inframark"); and Whitney Higgins and Kerri Houck of Allen Boone Humphries Robinson LLP ("ABHR").

MINUTES

The Board considered approving the minutes of the December 8, 2021, regular meeting and the minutes of the December 13, 2021, special meeting. After review and discussion, Director Pugh moved to approve the minutes of the December 8, 2021, regular meeting and the minutes of the December 13, 2021, special meeting, as submitted. Director Miller seconded the motion, which passed unanimously.

COMMENTS FROM THE PUBLIC

Director Bugyi offered any members of the public attending the meeting the opportunity to make public comment. There being no members of the public requesting to make public comment, Director Bugyi moved to the next agenda item.

APPROVE AUDIT FOR FISCAL YEAR END SEPTEMBER 30, 2021

Ms. Greenwood reviewed the District's audit for the fiscal year ending September 30, 2021. Discussion ensued. After review and discussion, Director Miller moved to approve the audit, subject to final director and consultant review, authorize filing of the audit with the Texas Commission on Environmental Quality ("TCEQ") and direct that the audit be filed appropriately and retained in the District's official records. Director Pugh seconded the motion, which passed unanimously.

FINANCIAL AND BOOKKEEPING MATTERS

Ms. Viator reviewed the bookkeeper's report, including the District's investments, a budget comparison, and a list of checks presented for approval, a copy of which is attached. Discussion ensued.

Ms. Viator noted that check no. 14136 was voided and replaced with check no. 14147 in the amount of \$2,044.61 payable to the TCEQ.

Following review and discussion, Director Pugh moved to approve the bookkeeper's report and authorize payment of the District's bills. Director Miller seconded the motion, which passed unanimously.

Ms. Higgins stated in accordance with the District's Investment Policy and the Public Funds Investment Act, the District's bookkeeper and the District's Investment Officer, are required to execute disclosure statements that disclose any relationships with banks and brokers who seek to sell investments to the District. She added the disclosure statements will be filed with the Texas Ethics Commission. After review and discussion, Director Miller moved to accept the Disclosure Statements pursuant to the District's Investment Policy and the Public Funds Investment Act and direct that the statement be filed appropriately and retained in the District's official records. Director Pugh seconded the motion, which passed unanimously.

TAX ASSESSMENT AND COLLECTION MATTERS

Ms. Rodriguez reviewed the tax assessor/collector's report, including the list of top delinquent taxpayers, a copy of which is attached. Discussion ensued. After review and discussion, Director Miller moved to approve the tax assessor/collector's report and payment of the tax bills. Director Pugh seconded the motion, which passed unanimously.

REPORT ON LIST OF COMMERCIAL BUSINESSES WITHIN THE DISTRICT

Ms. Rodriguez updated the Board on commercial businesses within the District.

SALE OF SERIES B GROUNDWATER CREDITS

Ms. Higgins reported that no inquiries were received regarding the sale of Series B groundwater credits.

OPERATION OF DISTRICT FACILITIES; HEARING ON TERMINATION OF WATER AND SEWER SERVICE

The Board discussed work performed by Inframark throughout the District.

The Board reviewed the operator's report, a copy of which is attached, including the status of District maintenance and repair items.

Mr. Brandenburg reviewed two abandoned accounts with an outstanding balance in excess of \$25.00, and requested authorization to turn over the accounts to the collection agency to pursue collection.

The Board discussed the message on the monthly utility bill. Mr. Brandenburg stated that the notice regarding hazards of pouring grease down drains is currently on the utility bill. Following discussion, the Board concurred to add a message regarding hazards of extreme cold weather.

Mr. Brandenburg discussed an account on the delinquent report with an outstanding balance in the amount of \$1,112.90. Discussion ensued regarding offering a payment plan to this account holder. Following review and discussion, the Board concurred to authorize Inframark to offer a 6-month payment plan to this account holder.

Mr. Brandenburg stated that the jockey pump at the water plant requires repair or replacement. He stated replacement would cost approximately \$8,817.00 and repair would cost approximately \$11,011.00. After review and discussion, Director Pugh moved to authorize Inframark to replace the jockey pump at the water plant for an estimated cost of \$8,817.00. Director Miller seconded the motion, which passed unanimously.

The Board discussed high utility users for the month. Discussion ensued. The Board then considered terminating utility service to customers with delinquent accounts. Mr. Brandenburg reviewed a list of delinquent customers and noted the customers appearing on the termination list were given proper notice and an opportunity to explain, contest, or correct the utility service bills and show reason why utility service should not be terminated for reason of nonpayment, all as required by the District's Rate Order.

Following review and discussion, Director Purzer moved to (1) approve the operator's report; (2) authorize Inframark to turn over the accounts with an outstanding balance in excess of \$25.00 to the collection agency; and (3) authorize termination of service to the delinquent accounts presented if payment is not received prior to scheduled termination since none of the residents on the termination list either attended the meeting by telephone or had presented any statement on the matter, in accordance with procedures set forth in the District's Rate Order. Director Miller seconded the motion, which passed unanimously.

DISCUSS EMERGENCY MESSAGING SYSTEM, AND AUTHORIZE ACTION, IF NECESSARY

There was no discussion on this item.

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

Ms. Higgins reviewed correspondence from the WHCRWA regarding the 2022 appointment process for the WHCRWA directors and the 2021 Water Usage Reporting Form, a copy of which is attached. Following discussion, Director Purzer moved to authorize Inframark to complete the 2021 Water Usage Reporting Form and submit it to WHCRWA before the deadline. Director Pugh seconded the motion, which passed unanimously.

ENGINEER'S REPORT

The Board reviewed the engineer's report, a copy of which is attached.

Ms. Craft updated the Board on the status of Chelford City Regional Wastewater Treatment Plant operations and maintenance. Discussion ensued.

Ms. Craft updated the Board on the public sanitary sewer line extension for the proposed office/warehouse off of Westpark Drive. She stated that the plans have been approved and that the extension for sanitary sewer line is currently under construction. Discussion ensued.

Ms. Craft updated the Board on the status of a Notice of Violation from the TCEQ. She reported that V&S has submitted additional forms for an exception regarding inadequate documentation, as requested, to the TCEQ.

Ms. Craft stated that the next GIS system update will be released in March.

Ms. Craft updated the Board regarding the Phase Three sanitary sewer rehabilitation and reviewed and recommended payment of Pay Application No. 3 and Final in the amount of \$10,366.75, payable to T. Gray Utility and Rehab Co., and to accept the project.

Ms. Craft stated that bids were received for recoating of the lift station. Ms. Craft recommended that the Board award the contract to CFG Industries ("CFG") in the amount of \$10,000.00. The Board concurred that, in its judgment, CFG was a responsible bidder who would be most advantageous to the District and would result in the best and most economical completion of the project. Following review and discussion, Director Pugh moved to award the contract for the recoating of the lift station in the amount of \$10,000.00, based upon the engineer's recommendation and subject to approval of the payment and performance bonds and review of the certificate(s) of insurance and endorsements, if any, provided by the contractor. Director Miller seconded the motion, which passed unanimously.

Ms. Craft stated that V&S has begun preparation of the plans for the Phase IV televising and repairs. Discussion ensued.

Following review and discussion, Director Pugh moved (1) to approve the engineer's report; and (2) based on the engineer's recommendation approve Pay Estimate No. 3 and Final in the amount of \$10,366.75 for the Phase Three sanitary sewer rehabilitation, and to accept the project. Director Purzer seconded the motion, which passed unanimously.

MAINTENANCE OF PARK AND RECREATIONAL FACILITIES, INCLUDING REFLECTION PARK

Director Bugyi stated that he has received two proposals for the maintenance of Reflection Park and expects to have one more for consideration at the next meeting.

ATTORNEY'S REPORT

Mr. Higgins reviewed with the Board a memorandum regarding designating addresses and methods for receipt of requests for public information under the Texas Public Information Act ("TPIA Requests"), a copy of which is attached. The Board considered designating a mailing address and an email address and approving other methods for receipt of TPIA Requests, pursuant to Section 552.234 of the Texas Government Code. After review and discussion, Director Pugh moved to (1) adopt a Resolution Establishing Addresses and Methods for Texas Public Information Act Requests ("Resolution") to (a) designate the address of the District's official office as the mailing address and har147@txdistricts.info as the email address for receipt of TPIA Requests to the District, and (b) direct that the designated addresses and methods be printed on the sign displayed by the District under Section 552.205, Texas Government Code; and (2) direct the Resolution to be filed appropriately and retained in the District's official records. Director Purzer seconded the motion, which passed unanimously.

Ms. Higgins reported on the District's compliance activities during the prior calendar year related to bond financings. She stated no corrective action is required at this time.

REPORTS FROM DIRECTORS AND DISTRICT CONSULTANTS REGARDING CORRESPONDENCE AND/OR REPORTS RECEIVED DURING THE MONTH

There was no discussion on this item.

2022 DIRECTORS ELECTION

Ms. Higgins 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. Following review and discussion, Director Miller moved to adopt a Resolution Designating an Agent of the Secretary of the Board During the 2022 Directors Election Period appointing Kerri Houck as the agent of the Secretary of the Board of Directors to perform the duties of the District's 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. Director Purzer seconded the motion, which passed unanimously.

Ms. Higgins reported on requirements to post a Notice of Deadline to File Applications for Place on the Ballot for the 2022 Directors Election. Following discussion, Director Miller moved to authorize the Secretary's agent to post the notice as required. Director Purzer seconded the motion, which passed unanimously.

Ms. Higgins stated that the District may contract with Harris County (the "County") to conduct the District's 2022 Directors Election. After discussion, Director Miller moved to contract with the County to administer the District's election. Director Purzer seconded the motion, which passed unanimously.

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




Secretary, Board of Directors

ACTION LIST

1. Operator will change the light at the lift station that has burned out with an LED light.
2. Director Bugyi will continue obtaining proposals for maintenance of Reflection Park.

LIST OF ATTACHMENTS TO MINUTES

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