

**HARRIS COUNTY MUNICIPAL UTILITY DISTRICT NO. 61**  
**Minutes of Meeting of Board of Directors**  
**March 26, 2019**

The Board of Directors of Harris County Municipal Utility District No. 61 met at 1825 N. Mason Road, Katy, Harris County, Texas 77449, on March 26, 2019, 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 were Jim Ainsworth and Jacob Valentien of A&S Engineers, Inc. ("A&S"); Lonnie Wright and Claudia Garza of Municipal Operations & Consulting, Inc. ("MO&C"); Tina Kelsey of Myrtle Cruz, Inc. ("MC"); Caryn Adams of Wheeler & Associates, Inc. ("W&A"); Mary DuBois of Acclaim Energy ("Acclaim"); Greg Nady, member of the public; 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. Mr. Nady introduced himself to the Board and advised that he is working on a Barker Cypress trail connection grant project. He stated that the proposed trail will not be within the District's boundaries but will be accessible and beneficial for residents of the District. Mr. Nady presented a proposed map of the trail connection and discussed the goals for the project. The Board concurred to discuss same at next month's meeting.

The Board next considered approval of the minutes of the Board of Directors meeting held on February 26, 2019. After discussion, Director Lusby made a motion to approve the minutes of the meeting of February 26, 2019, as presented. Director Lowery seconded the motion, which unanimously carried.

The Board next deferred consideration of a report on mowing activity within the District.

The Board next considered a report from Acclaim Energy regarding the energy market. Ms. DuBois stated that the energy market is currently declining as time goes on and stated that it may be a favorable time to extend the District's current electricity contract. Ms. DuBois then presented the attached pricing report and reviewed same with the Board. She recommended extending the current contract with Hudson Energy for seventy-two (72) months at a price of \$0.04460. After discussion, the Board concurred to defer action on the matter for six (6) months and requested that an item be added to the September agenda to discuss same.

The Board next considered the financial and investment reports and invoices presented for payment. Ms. Kelsey distributed the attached bookkeeping reports, investment inventory reports and bills for payment. After review and discussion, Director Evans made a motion to approve payment on the General Operating Account of check nos. 7187 through 7212 inclusive, on the Capital Projects Fund of check no. 1262, on the Construction Park Bond Account of check nos. 1051 and 1052, and on the Williamsburg Water Plant General Operating Account of check nos. 3820 through 3826, inclusive, as identified in the reports. Director Lusby seconded the motion, which carried unanimously.

The Board next considered the status of collection of taxes. Ms. Adams reviewed the attached tax assessor's reports and the delinquent tax roll for the month of February. She reported that 95.25% of the District's 2018 taxes had been collected through February 28, 2019. After review and discussion of the reports, Director BeMent made a motion to approve the reports and authorize payment on the Tax Account, of check nos. 2491 through 2493, inclusive, and two (2) wire transfers, as identified in the report. Director Lowery seconded the motion, which carried unanimously.

There was next a discussion regarding the status of the District's delinquent tax accounts. Ms. Adams reviewed the attached Delinquent Collections Listing as of February 28, 2019. She next reviewed the attached written report dated March 26, 2019, which had been prepared by the District's delinquent tax attorney, Perdue, Brandon, Fielder, Collins & Mott, L.L.P ("Perdue"). The Board then requested that Perdue pursue collection against any accounts with a balance over \$1,000.

The Board next considered authorizing the District's bookkeeper and tax assessor-collector to prepare and file an Unclaimed Property Report prior to the July 1, 2019, deadline. After discussion, Director BeMent made a motion to authorize the District's bookkeeper and tax assessor-collector to research the District's accounts to determine the necessity of preparing an Unclaimed Property Report, and, if such reports are necessary, authorize the District's bookkeeper and tax assessor-collector to file same with the State Comptroller prior to the July 1, 2019, deadline. Director Lowery seconded the motion, which carried unanimously.

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 is spending a large amount of money but is not producing much.

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. Valentien reviewed the attached report.

The Board next considered approval of plans and specifications and authorizing advertisement for bids and/or award of construction contract for Waterline Replacement, Phase II. Mr. Valentien reported that A&S received approval of the design plans from the Texas Commission on Environmental Quality. He stated that once Phase I is complete, A&S will move forward with advertising for bids for the project.

The Board next deferred approval of the award of construction contract for expansion of water, sanitary sewer and drainage facilities to serve Skybox expansion as A&S is awaiting a response from Skybox.

The Board next deferred approval of plans and specifications and authorizing advertisement for bids for rehabilitation of the Franz Road lift station until later in the summer.

The Board next considered the status of the contract with Link's Construction for water line extension to serve the Soufan tract development. Mr. Valentien reminded the Board that a refund was authorized last month for the remainder of the deposit in the amount of \$83,178.78. He stated that the warranty repair of the asphalt access road was completed and that A&S continues to tally the associated billings based on this work. Mr. Valentien stated that A&S will recommend any necessary action to the Board at the next meeting.

The Board next considered the status of the contract with SKE Construction LLC ("SKE") for Waterline and Water Meter Replacement, Phase 1. Mr. Valentien stated that SKE is working to achieve final completion and that A&S is reviewing a change order request received from SKE last week.

The Board next deferred consideration of the acceptance of site and/or easement conveyances for facilities constructed or to be constructed for the District.

The Board next considered the status of storm water quality permits. Mr. Valentien 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 have been renewed.

The Board next considered the status of the Flood Mitigation Evaluation. Mr. Valentien stated that A&S is preparing the detailed analysis of the outflow-storage relationship for submittal to the Harris County Flood Control District.

Mr. Valentien next reported that A&S attended a Harris County Flood Control District meeting in which a preliminary project was discussed to provide regional flood mitigation to the Williamsburg areas.

Mr. Ainsworth next reported that Harris County Municipal Utility District No. 62 ("HCMUD 62") is proposing the construction of a new regional lift station, and wants the District to participate. He then discussed his meeting with the Board members and engineers for HCMUD 62, Mr. Marks, Director BeMent and representatives of Harris County Municipal Utility District No. 63. He noted that the District does not need any lift station capacity at this time.

The Board next considered the annual review of the Resolution Adopting Prevailing Wage Rate Scale for Construction Projects. Mr. Marks presented the attached spreadsheet reflecting the average Prevailing Wage Rates for Construction Projects for the United States Department of Labor and reviewed the Resolution with the Board. After discussion, Director Lusby made a motion to adopt the Resolution Adopting Prevailing Wage Rate Scale For Construction Projects based on the United States Department of Labor rates. Director Lowery seconded the motion, which carried unanimously.

The Board next considered the status of annexation requests. Mr. Valentien reported that the additional tract that Mr. Gatzke is working to purchase is under contract. He stated that Mr. Gatzke is still working to move forward with the development.

The Board next deferred consideration of 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 February. Mr. Wright reported that 99% of the water pumped during the month of February 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 41% of capacity for the month of February.

The Board next deferred consideration of alternatives relating to contracting for security patrol in the District as Director Lowery stated that he had nothing new to report to the Board.

The Board next deferred consideration of a report regarding the status of development of the McCormick property within the District as no one had anything new to report.

The Board next considered a report regarding the status of the preparation of parks plans. Mr. Marks reviewed the attached Landscape Architect Report prepared by KGA and discussed the status of the design plan review.

The Board next considered a discussion regarding the Williamsburg Settlement Maintenance Association, Inc. ("WSMA") annual meeting of members. Mr. Marks presented the attached correspondence from the WSMA advising of the annual meeting of members scheduled for April 16, 2019 at 7:00 pm at the Williamsburg Settlement Recreation Center. The Board took no action on the matter.

The Board next considered matters for possible placement on future agendas.

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  
March 26, 2019

1. Proposed Trail Extension handout
2. Acclaim Energy Pricing Report
3. Bookkeeper's Report
4. Tax Assessor Collector's Report
5. Delinquent Tax Report
6. Engineer's Report with related correspondence
7. Resolution Adopting Prevailing Wage Rate Scale for Construction Projects
8. Operations Report
9. Landscape Architect Report
10. WSMA Notice of Annual Meeting