

MINUTES  
HARRIS COUNTY MUNICIPAL UTILITY DISTRICT NO. 71

July 25, 2013

The Board of Directors (the "Board") of Harris County Municipal Utility District No. 71 (the "District") met in special session, open to the public, on the 25<sup>th</sup> day of July, 2013, at the District Administration Building, 21437 Clay Road, Katy, Texas, inside the boundaries of the District, and the roll was called of the members of the Board:

Katrina Thornhill	President
Pam Kerr	Vice President
Mary DuBois	Secretary
Garth Freeze	Assistant Vice President
Phillip Smith, Jr.	Assistant Secretary

and all of the above were present.

Also present were Rodney Heisch of Brown & Gay Engineers, Inc. ("Brown & Gay"); Steve Woodring, Ginny Woodring and Richard Sibley of Regional Water Corporation ("RWC"); Chris Browne of Edminster, Hinshaw, Russ and Associates, Inc. ("EHRA"); Sherrie Knoepful, Phil Martin and Kendall Purgatorio of Mike Stone & Associates ("MSA"); Richard Duncan and Joel Ortega, District residents; and Lynne Humphries and Jane Miller of Allen Boone Humphries Robinson LLP ("ABHR").

Director Thornhill called the meeting to order at 6:00 p.m.

MINUTES

The Board considered approving the minutes of the special meeting on June 27, 2013 and the minutes of the regular meeting on July 8, 2013. Following review and discussion, Director Thornhill moved to approve the minutes of the special meeting on June 27, 2013, as amended, and the minutes of the regular meeting on July 8, 2013, as amended. Director Smith seconded the motion, which passed by a vote of 4 to 0, with Director Kerr abstaining from voting.

REPORT ON PARK, LANDSCAPE AND LAKE MAINTENANCE AND DEVELOPMENT OF DISTRICT DETENTION PONDS, LAKES, PARKS, AND RECREATIONAL FACILITIES

Ms. Knoepful reported on park, landscape and lake maintenance, including an update on projects approved at the July 8, 2013 regular meeting. A copy of MSA's report, including photographs and proposals discussed, is attached to these minutes.

Ms. Knoepful discussed repair and maintenance at Bundy Lake Park and work completed including rehabilitation of the raised planting bed at the gazebo, emergency maintenance and repair in the men's restroom, including replacement of the interior door and ant treatment, installation of a new 3HP motor and capacitor into the fountain by the gazebo and removal of graffiti and pipes in the ground. Following discussion regarding replacement of the interior door which was not authorized at the prior parks meeting. Director Smith moved to approve the replacement of the interior door which was performed by MSA. Director Freeze seconded the motion, which passed unanimously.

The Board also discussed painting of the bollards and concurred that the color is not what the Board expected based upon instructions provided to EHRA. Mr. Browne said he requested the painting contractor check the color against the EHRA approved paint sample provided by Sherwin Williams.

Ms. Knoepful next discussed repair and maintenance at Directors Park, including removal of non-functioning lighting at the entry gate.

Ms. Knoepful also reported detention pond and lake maintenance and repair, including previously approved chemical applications, relocation of the fountain at Blue Jay Pond to Wishing Well No. 2 and temporary removal of the fountain at Mirror Lake, due to low water levels. She said the Mirror Lake fountain will be re-installed tomorrow and returned to service. Mr. Heisch said he met with MSA at Blue Jay Pond to discuss possible conversion of Blue Jay Pond to dry detention and compacting dirt at Blue Jay Pond. Mr. Duncan requested the District keep wet retention at Blue Jay Pond and said residents were promised an additional fountain at Blue Jay Pond. Discussion ensued and the Board concurred that promise of two fountains at Blue Jay Pond was not made by the District. Mr. Duncan said he has repeatedly complained about the fountain and Mr. Woodring said those complaints were reported to the District's previous lake maintenance contractor. Ms. Knoepful commented regarding how the depth of the lake was measured and how the lake and fountain are serviced. Mr. Ortega said he is concerned about changing the pond drainage since there are problems now during the heavy rain events causing localized flooding. Mr. Heisch commented that the Board is only discussing filling in the amenity portion of the pond, which will not affect the pond's detention capacity.

Director Smith requested MSA address graffiti tagging at Mirror Lake and Wishing Well 3.

Ms. Knoepful said MSA has provided updated park values and asset lists for insurance schedules.

Ms. Knoepful reviewed proposals for Bundy Lake, Directors Park and District detention ponds, listed in the attached report. With regard to proposal DP010-01 and DP011-01 and in response to inquiry from Director DuBois, Ms. Knoepful said re-forestation recommendations are forthcoming and discussed good planting times/seasons. She said the arborist also is recommending fertilization to give some vigor to trees in Directors Park and said she will confirm a recommended frequency for fertilization. With regard to proposal DP013-01, Ms. Knoepful said the price quoted is for repair of 4 swing seats.

Following review and discussion, Director Smith moved to approve all proposals for Directors Park and all proposals for Bundy Lake, except removal of the flag pole. Director Kerr seconded the motion, which passed unanimously.

Further discussion ensued regarding conversion of Blue Jay Pond to dry detention. Mr. Heisch commented regarding maintenance required to remove siltation following rain events. Ms. Knoepful discussed shallow water fountain options. The Board concurred to request that MSA provide pricing at the next meeting for purchase of a shallow water fountain.

Mr. Browne next discussed returning lights at the Bundy Lake monument to service and said an additional breaker is needed inside the control panel to run the laptop that runs the lighting program. Director Kerr questioned the need for an additional breaker, which was not previously disclosed to the Board. Ms. Knoepful said she was unaware that an additional breaker was needed. Mr. Browne said there were two breakers previously and said he requested two breakers. Discussion ensued regarding email chains providing job instruction to the electrician.

Further discussion ensued regarding application of incorrect paint color to the bollards at the Bundy Lake Monument. The Board concurred to request that the paint color be corrected as quickly as possible. The Board also discussed the manner of proposed application for re-painting the Bundy Lake monument and types of paint. Further discussion ensued regarding the cost to seal and stain the monument and the Board concurred that the District will not pay to repair the mistake made with the first staining of the monument. Ms. Knoepful discussed Texas Department of Transportation specifications for paint application to concrete and said the engineering department is forwarding those specifications to MSA. Mr. Browne discussed the warranty period for painting of the Bundy Lake monument and said there will be no additional cost to the District. Director Kerr requested MSA supervise and direct repainting of the Bundy Lake monument.

The Board next discussed the raised planter beds at Bundy Lake. Discussion ensued regarding use of MSA contractors by EHRA and coordination of efforts with MSA. The Board concurred that EHRA turn over design specifications to MSA for

execution of removal of the planting beds at Bundy Lake and installation of landscaping at the wastewater treatment plant.

Discussed ensued regarding services provided by, and performance of, EHRA. Following discussion, Director Kerr moved to terminate the District's contract with and provide 30 day notice to EHRA. Director DuBois seconded the motion. Upon inquiry by Director Smith, Ms. Knoepful confirmed that MSA is capable of assuming the remainder of projects initiated by EHRA. The motion passed unanimously.

#### ADMINISTRATION BUILDING, GAZEBO AND RESTROOM AT BUNDY LAKE

Mr. Woodring discussed a complaint regarding cleanliness of the Administration Building following a resident rental on July 13. He said he reviewed and discussed the complaint with the District's janitorial service. Director Smith requested that the administration building kitchen be placed on a regular cleaning schedule and that RWC request photos taken by the resident complaining and provide them to the janitorial service. Following discussion, Director Freeze moved to return the resident's rental fee. Director Smith seconded the motion, which passed unanimously, and requested RWC issue an apology to the resident regarding the cleanliness of the administration building. The Board concurred to request that the cleaning day be changed from Monday to Thursday and that the janitorial service provide a scope of work, including a scope of work for detail kitchen cleaning. Ms. Woodring said she would also get proposals from additional janitorial services.

#### OPERATION OF DISTRICT FACILITIES

Ms. Humphries reported the District's groundwater credits have been listed for sale through Harris-Galveston Subsidence District.

Mr. Woodring reported repair of two tap leaks, at 22119 Rivermead and 4026 Sherrie Mist, each estimated at \$3,100 to repair. Following review and discussion, Director Smith moved to authorize repair of tap line leaks at Rivermead and 4026 Sherrie Mist, for an amount not to exceed \$3,100 per location. The motion, which was seconded by Director Thornhill, passed unanimously.

The Board next discussed a customer complaint regarding customer service, payment locations and credit of electronic payments to accounts. Director Thornhill requested that a notification be placed on the District website notifying customers that utility payments made at HEB and Kroger stores are most quickly credited to utility accounts.

ENGINEERING MATTERS

Ms. Miller reported P6K Portfolio Katy, LLC has executed a sanitary sewer easement necessary to construct a sanitary sewer extension to serve the Miles family tract.

Mr. Heisch said B&G is updating the District property/facility schedules for renewal of District insurance.

ACTION LIST

The Board reviewed and revised the Action List and discussed and amended the status of the items listed.

AGENDA FOR AUGUST REGULAR MEETING

The Board confirmed its regular and special meetings on August 12, 2013 at 6:00 p.m. and August 29, 2013 at 6:00 p.m. and discussed agenda items for each, including inclusion of proposals for insurance renewal on the August regular agenda.

DIRECTORS AND DISTRICT CONSULTANT'S REPORTS ABOUT DISTRICT OPERATIONS

Ms. Humphries provided the Board with forms requested by Harris County Sherriff's Department for Directors who intend to observe patrol and a call report for July.

Ms. Humphries reported that ABHR has filed the response to the Internal Revenue Service's ("IRS") ongoing audit of the District's Series 2009 Bonds.

There being no additional business to consider, Director Thornhill moved to adjourn the meeting at 8:02 p.m. Director Smith seconded the motion, which passed unanimously.

  
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Secretary, Board of Directors

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