

MINUTES  
HARRIS COUNTY MUNICIPAL UTILITY DISTRICT NO. 71

November 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 November, 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, thus constituting a quorum.

Also present were Stephen Woodring, Ginny Woodring and Richard Sibley of Regional Water Corporation ("RWC"); Rodney Heisch of Brown & Gay Engineers, Inc. ("Brown & Gay"); Sherrie Knoepful, Phil Martin and Kendall Purgatorio of Mike Stone Associates, Inc. ("MSA"); and Katie Carner and Lynne Humphries of Allen Boone Humphries Robinson LLP ("ABHR").

Director Thornhill called the meeting to order at 6:01 p.m.

REPORT ON PARK, LANDSCAPE AND LAKE MAINTENANCE

The Board reviewed a Park and Landscape Management report, a copy of which is attached to these minutes.

Ms. Knoepful said MSA met with Bob DeForest of KGA/DeForest Design, L.L.C. to discuss pavers around the Bundy Lake monument. Ms. Knoepful and the Board also discussed winter bi-weekly landscape maintenance until March 2014. Ms. Knoepful also reported that Bob DeForest will meet again with MSA on December 3 to discuss design and bid specifications for the Bundy Lake Park and revised reforestation phasing options for Directors Park.

Ms. Knoepful discussed inspections at District detention ponds, including chemical applications, re-installation of the fountain at Mirror Lake and mowing of all detention areas. Ms. Knoepful also reported Storm Water Solutions ("SWS") will begin investigation of erosion issues at the crown of the detention pond on the northwest corner of Mirror Lake and prepare a proposal to repair same. Ms. Knoepful noted that ABHR will prepare an addendum to be attached to the District's Service Agreement with SWS to add maintenance for Lakes of Mason Harris County Flood Control District pond and Lakes of Mason pond.

Ms. Purgatorio discussed a proposal for removal of graffiti on boulders and plaques at Mirror Lake and applying a coat of polyurethane to each. Ms. Knoepful also said peeling on the coating on bronze plaques at Mirror Lakes will have to be removed before a new coating of polyurethane can be applied. Following review and discussion, Director Kerr moved to approve resealing of boulders for a cost not to exceed \$900. Director DuBois seconded the motion, which passed unanimously. Director Smith motioned to remove the graffiti. Director Thornhill seconded the motion, which passed unanimously.

Ms. Purgatorio then updated the Board on tree work at Directors Park, upcoming landscaping color and monument lighting changes, irrigation inspections, pressure washing of facilities, the status of duck removal at Bundy Lake and the status of site furnishing installation at Directors Park.

Mr. Martin of MSA reviewed location of new benches and tables at Directors Park. Discussion ensued regarding a reforestation proposal for Directors Park. Directors Freeze and Smith requested that benches/tables should be installed near the middle sidewalk and sidewalk closest to Clay Road and away from homes and the water plant. Mr. Martin said he will rework the reforestation plan. Following review and discussion, Director Kerr moved to install tables and benches, as discussed. Director DuBois seconded the motion, which was approved unanimously. Director Kerr then moved to proceed with Phase 1, including tree removal. Director Smith seconded the motion, which was approved unanimously. Ms. Knoepful said she would rework the phasing map, based on discussion tonight, and provide recommendations for when to go forward with phasing at next park meeting

Ms. Purgatorio discussed with the Board installing a new light cord for the fountain at the Bundy Lake monument for a cost not to exceed \$1,750.00. Director Kerr moved to approve installing a new light cord for the fountain at the Bundy Lake monument for a cost not to exceed \$1,750.00. Director Thornhill seconded the motion, which was approved unanimously.

Director Thornhill asked whether the timer was adjusted on lights for the fountain at Bundy Lake. Ms. Purgatorio and Ms. Knoepful confirmed it was changed at the beginning of the month.

Ms. Knoepful reported a large trash pile, old silt fencing and old soccer goals at Bellow Glen where Holy Covenant will be using the District land for soccer practice/games and recommended removal. Following discussion, the Board concurred that MSA get new bids for removal of the trash pile, silt fence and soccer goals at Bellow Glen.

## DEVELOPMENT OF DISTRICT DETENTION PONDS, LAKES, PARKS, AND RECREATIONAL FACILITIES

Mr. Heisch discussed the District's application for credits for use of reclaimed water at the wastewater plant using.

## ADMINISTRATION BUILDING, GAZEBO AND RESTROOM AT BUNDY LAKE, INCLUDING RENTAL, REPAIRS AND IMPROVEMENTS AND AMENDMENT TO ADMINISTRATION BUILDING AND GAZEBO RENTAL POLICIES AND PROCEDURES

Ms. Woodring reviewed a schedule of expenses associated with rentals and recommendations for rental and use fees to cover those expenses. Following review and discussion, Director Kerr moved to amend the administration building rental fee to \$250. Director Thornhill seconded the motion, which was approved unanimously. Director Freeze asked to have quarterly updates on rental rates and costs.

Ms. Woodring also discussed purchase prices of 1 additional round and 6 additional banquet tables for use at the administration building. Following review and discussion, Director Thornhill moved to purchase the replacement tables, as discussed. Director Kerr seconded the motion, which passed unanimously.

## OPERATION OF DISTRICT FACILITIES

Ms. Woodring updated the Board on rental backcharges to Mr. Eric Islas and reported regarding the additional cleaning necessary following Ms. Islas' use of the administration building. Following review and discussion, Director Kerr moved that RWC charge the full amount of rental backcharge. Director DuBois seconded the motion, which passed unanimously.

Ms. Woodring updated the Board on Ms. Jacquelyn Minemah's request for relief following unexplained high water use, but the Board took no action. Regarding Ms. Minnemah's complaint regarding sudden service interruption, Ms. Woodring said a lawn crew cut a water line a week before the last meeting, causing Ms. Minemah's service to be interrupted without notification.

The Board next discussed repair of a blow off valve at 3522 Tealwater Court estimated at \$2,000 repair. Following review and discussion, Director Thornhill moved to approve repair of the flow off valve for a price not to exceed \$2,000. Director DuBois seconded the motion, which was unanimously approved.

The Board next discussed fire hydrant painting and requested RWC bring a proposal for same to the December regular meeting.

Mr. Woodring next discussed the status of repair of Mason Road following the main break reported at the District's regular meeting. Mr. Woodring said Harris County has been unresponsive, RWC will place plates in the traffic lane to get the lane open. Mr. Heisch said the repair area should be backfilled with cement stabilized sand before the plates are installed.

#### PROPOSAL FOR ADDING EMAIL NOTIFICATION TO DISTRICT WEBSITE

Director Smith presented a proposal from Off Cinco and build an email database for emergency email notification. Following review and discussion, Director Thornhill moved to approve the proposal from Off Cinco for emergency email notification. Director Kerr seconded the motion, which passed unanimously.

#### ENGINEERING MATTERS

There was no discussion under this agenda item.

#### ACTION LIST

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

#### AGENDA FOR DECEMBER REGULAR MEETING

The Board confirmed its regular meeting on December 9, 2013 and special meeting on December 14, 2013 (Holiday in the Park) and discussed agenda items.

#### DIRECTORS AND DISTRICT CONSULTANT'S REPORTS ABOUT DISTRICT OPERATIONS

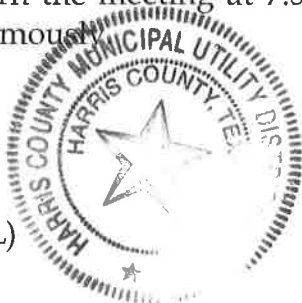
There was no additional discussion for this agenda item.

#### HOLIDAY IN THE PARK

The Board discussed preparation for Holiday in the Park. Ms. Woodring reported the event banner will go up the Monday after Thanksgiving.

There being no additional business to consider, Director Thornhill moved to adjourn the meeting at 7:53 p.m. Director Smith seconded the motion, which passed unanimously.

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*Mary Dubois*  
Secretary Board of Directors