

MINUTES  
HARRIS COUNTY MUNICIPAL UTILITY DISTRICT NO. 71

March 23, 2015

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 23<sup>rd</sup> day of March, 2015, 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 Grant Jones of Native Land Design; Steve Woodring and Scott Barr of Regional Water Corporation; Kendall Purgatorio and Sherrie Knoepfel of Mike Stone Associates, Inc. ("MSA"); Alene M. Efaw of Brown & Gay Engineers, Inc.; and Katie Carner and Justine M. Cherne of Allen Boone Humphries Robinson LLP ("ABHR").

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

ADMINISTRATION BUILDING, GAZEBO, AND RESTROOM AT BUNDY LAKE, INCLUDING PROPOSALS FOR REPAIR AND MAINTENANCE AND REPORT ON PARK, LANDSCAPE, AND LAKE MAINTENANCE

Ms. Purgatorio discussed two proposals for repair and one proposal for replacement of the District Administrative Building's air conditioning unit no. 1 from Easy Air, Inc. as listed on the attached Park & Landscape Management Report. Following review and discussion, Director Smith moved to approve Proposal # DP027-02 for repair of the air conditioning unit in the amount of \$4,427.50. Director Thornhill seconded the motion. Additional discussion ensued regarding the proposed repair and the scope of the proposals. Following discussion, Director Smith revised his motion and moved to approve Proposal # DP027-03 for replacement of the air conditioning unit in the amount of \$9,775.00. Director Thornhill seconded the motion, which was approved by unanimous vote.

Ms. Purgatorio reported on maintenance completed and scheduled at Director's Park, including installation of fill sand for the completed Phase V reforestation project, inspection of the playground, inspection and troubleshooting of the splash pad, and the

opening date of the splash pad. She reported on the schedule of the project to re-stripe and seal the expansion joints in the parking lot of the District Administrative Building and stated that a notice informing residents that the parking lot will be closed during the project was placed on the District's website. Following discussion, the Board requested that signs informing residents of the parking lot closure be placed by the front entrance of the park.

Ms. Purgatorio discussed a proposal from MHS Construction and Design for new roller solar shades to replace all eight of the District Administrative Building's window blinds in the amount of \$2,962.40. Discussion ensued regarding options for replacement blinds. Following discussion, the Board concurred to table discussion of the proposal pending review of the splash pad inspection report.

Ms. Purgatorio discussed a proposal from Four Palms Construction for repair of a section of the District Administrative Building's fence that was damaged by a car accident in the amount of \$2,415.00 and to authorize invoicing the responsible party for the repair costs, if he or she is identified. Mr. Woodring reported that the damage was reported to the District's insurance company and the proposed cost of repair is less than the amount of the insurance policy's deductible. He stated that he is following up on obtaining a copy of the police report for the car accident to determine whether it identifies the person who is responsible for the damage to the District's fence. Following discussion, Director Smith moved to approve the proposal for repair of the fence in the amount of \$2,415.00. Director Kerr seconded the motion, which was approved by unanimous vote.

Ms. Purgatorio reported on maintenance completed and scheduled at Bundy Lake Park., including the schedule for delivery of monument lighting. She stated that a revised letter regarding general information about the impact of the duck and waterfowl population within the District will be distributed to the Board for review. She discussed a revised proposal from Wildlife X Team for a one-time removal of up to 120 ducks from the District within 48 hours in the amount of \$4,500.00. She discussed removal and relocation procedures and the chemicals used during the process and stated that a representative from MSA will be on-site during the removal. Following discussion, Director Kerr moved to approve the proposal from Wildlife X Team in the amount of \$4,500.00 and proceed with removal of the ducks. Director DuBois seconded the motion, which was approved by unanimous vote. The Board requested to be kept updated on the schedule for removal of the ducks and to receive photographs of the removal activities.

Ms. Purgatorio discussed a proposal from Native Land Design for replacement of the broken irrigation controller for the planting beds located next to the gazebo in Bundy Lake Park in the amount of \$417.15. Following discussion, Director Smith moved to approve the proposal for replacement of the irrigation controller in the

amount of \$417.15. Director Thornhill seconded the motion, which was approved by unanimous vote.

Discussion ensued regarding the schedules for re-platting of residential lot nos. 14 through 21 currently included on the Bundy Lake plat and obtaining a permit from Harris County for proposed renovations to Bundy Lake Park Plaza. Ms. Efaw estimated that the re-platting process would be completed at the end of August, or the beginning of September, 2015. Following discussion, the Board requested MSA to determine whether there is an opportunity to begin the permit application process prior to completion of the re-platting process.

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

Mr. Jones discussed preparation of plans for the design of walking trails, landscape beds, reforestation, irrigation, and site furnishings for Lone Star Lake. He reviewed a proposal containing rough cost estimates for using decomposed granite, asphalt, or concrete for the proposed 1,500-linear-foot walking trail and discussed the advantages and disadvantages of each material. A copy of the proposal is attached. Discussion ensued regarding procurement options for the proposed trail material, maintenance considerations, and the proposed width of the trail. Following discussion, the Board concurred with using asphalt for the walking trail and requested that the installation of culvert drainage swales and concrete sections for use by lawn mowers be added to the trail design.

Mr. Jones discussed proposed site furnishings and landscaping for Lone Star Lake. Following discussion, the Board concurred with the installation of three benches consistent with the type of benches to be installed in Bundy Lake Park and one trash receptacle near the entrance plaque. The Board concurred with landscaping that excludes seasonal color and includes planting of trees and installation of shrub planters. Mr. Jones stated that he will incorporate the walking trail material, site furnishings, and landscaping as discussed into a design layout for review and discussion by the Board.

Ms. Purgatorio discussed the proposed schedule for improvements to Lone Star Lake, Mirror Lake, and Bundy Lake Park. Discussion ensued regarding the status of the trees and turf at Bundy Lake Park.

#### OPERATION OF DISTRICT FACILITIES

Mr. Woodring reported that the District was required to submit a noncompliance notification to the Texas Commission on Environmental Quality (the "TCEQ") to self-report the previously discussed March 6, 2015, Violation Notice received from the Harris County Pollution Control Services Department. He stated that the violation was caused by a major increase in the amount of rags, disposable wipes, and similar debris in the influent waste stream. He discussed ongoing issues with obstructions at the

District's wastewater treatment plant, efforts to bring the plant into continuous compliance, and plans for future bar screen improvements at the wastewater treatment plant. Mr. Woodring additionally discussed possible TCEQ enforcement actions.

Mr. Woodring discussed correspondence received from a resident regarding chlorine odors on March 16, 2015. He stated that the chlorine levels tested at the residence were normal. Following discussion, the Board requested that Mr. Woodring follow up with the resident regarding the test results and TCEQ chlorine disinfection requirements.

Mr. Woodring discussed development of an education campaign regarding the impact of grease, disposable wipes, and debris deposited into residential plumbing on the District's sanitary system and operation and maintenance costs. He reported on his research of educational programs related to the issue and reviewed samples of educational brochures and flyers for possible distribution to the District's residents. Discussion ensued regarding methods and costs for distributing the brochures and flyers and placing educational information on the District's website. Additional discussion ensued regarding potentially developing incentive programs to encourage residents' active participation in the education campaign. Following discussion, Mr. Woodring stated he will obtain additional information on the availability and costs of the brochures and flyers and develop a proposed incentive program related to the education campaign for review by the Board.

Mr. Woodring reported that a resident's appeal for a one-time waiver of delinquent letter fees in the amount of \$14.17 was granted for the utility account for 2502 Maverick Park Lane per the District's policy. He stated that the account is paid in full and has been removed from the termination list.

Mr. Woodring updated the Board on the schedule and cost of the repair of the motor for the standby clarifier at the District's wastewater treatment plant. He stated that a claim in the amount of \$31,000.00 has been submitted to the District's insurance company for the repair, including \$12,000.00 for removal and inspection of the motor.

Mr. Woodring reported that the circuit board for the generator located at the District's water plant no. 2 needs to be repaired. He stated that the components are becoming obsolete and recommended purchasing two sets of circuit boards and spare parts at a cost of \$7,700.00 to cover the current and a future repair to delay replacement of the entire generator.

Mr. Woodring reported that the results of GM Services' bi-annual well production tests indicate that the flow rate for water plant no. 2 has decreased 30%. He stated that the well has been placed into backup mode. He recommended televising the well at a cost of \$9,800.00 to determine whether a stage of the impeller pump is damaged.

Mr. Woodring reported that the electric panel for the District's remote well located at Mason Lakes caught on fire during the first ten minutes of GM Services' production test. He stated that the estimated cost to repair the electric panel was \$5,000.00.

Mr. Woodring reported on calls received from residents of the District regarding payment offers received for easements. Discussion ensued regarding the West Harris County Regional Water Authority ("WHCRWA") engaging a company to assist it with easement acquisitions for future surface water line construction. Ms. Carner recommended directing residents' inquiries on the matter to the WHCRWA's.

Following discussion, Director Freeze moved to authorize: (i) repair of the motor for the standby clarifier at the District's wastewater treatment plant in the amount of \$31,000.00; (ii) purchase of two sets of circuit boards and spare parts for the generator located at the District's water plant no. 2 in the amount of \$7,700.00; (iii) televising of the well at water plant no. 2 in the amount of \$9,800.00; and (iv) repair of the electric panel for the District's remote well located at Mason Lakes in the estimated amount of \$5,000.00. Director DuBois seconded the motion, which was approved by unanimous vote.

#### ENGINEERING MATTERS

Ms. Carner discussed sanitary sewer extensions necessary to serve the Miles family tract and reviewed a Developer Financing Agreement for an additional extension of a north/south sanitary sewer line to serve the entire tract from the southern boundary of the tract to Morton Road.

Ms. Efaw discussed a request from RWB MASON RD. LLC for a utility capacity commitment letter in the amount of 24,000 gallons per day to serve 15 separate warehouse office buildings to be constructed on a tract of land located near Mason Road and Morton Road. She recommended preparation of a utility capacity commitment letter in the revised amount of 12,000 gallons per day. Discussion ensued regarding the proposed development and procedures for review of the design plans.

Following review and discussion, Director Thornhill moved to approve: (i) execution of a Developer Financing Agreement between the District and the Miles family for the additional sanitary sewer line segment to be constructed; and (ii) ABHR's preparation of a utility capacity commitment letter in the amount of 12,000 gallons per day for the tract proposed for development by RWB MASON RD. LLC. Director Kerr seconded the motion, which was approved by unanimous vote.

Ms. Efaw updated the Board on a request from the Westside Baptist Church for an additional 1.11 equivalent single family connections. She reviewed previous allocations for the church, including original tap fees paid to the District. Discussion

ensued regarding the cost of tap installations for Non-Taxable Users. Ms. Efaw stated that the costs will be discussed with the church and a revised request will be presented to the Board.

In response to Directors' questions, Ms. Carner reported that Harris County Municipal Utility District No. 287 accepted the Board's decision to maintain the previously negotiated provision in the Third Amendment to Joint Water Facilities and Cost Sharing Agreement to share the costs of a partial chain link and partial thin-wall brick fence to be installed around water plant no. 3 according to each District's pro rata share.

#### ACTION LIST

The Board reviewed and discussed the Action List.

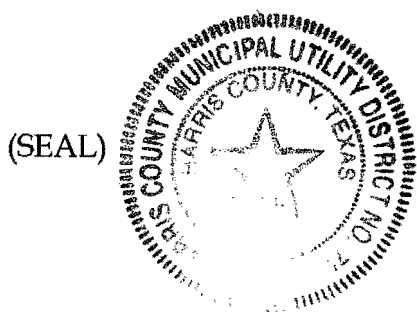
#### AGENDA FOR APRIL 2015 REGULAR MEETING

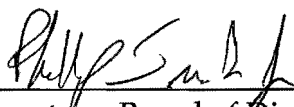
The Board confirmed its regular meetings on April 13, and May 11, 2015, and special meeting on April 29, 2015. The Board scheduled a special meeting on May 26, 2015, and discussed agenda items.

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

Ms. Carner discussed resident correspondence regarding changing the hours of operation for the splash pad. Following discussion, the Board concurred to table discussion of the correspondence pending review of the splash pad inspection report.

There being no additional business to consider, Director Thornhill moved to adjourn the meeting at 7:43 p.m. Director Kerr seconded the motion, which passed unanimously.



  
ASX Secretary, Board of Directors

LIST OF ATTACHMENTS TO MINUTES

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