

MINUTES OF MEETING OF BOARD OF DIRECTORS
July 20, 2021

THE STATE OF TEXAS
COUNTY OF HARRIS
HARRIS COUNTY MUNICIPAL UTILITY DISTRICT NO. 55

The Board of Directors (the "Board") of Harris County Municipal Utility District No. 55 (the "District") met in regular session, open to the public, at 2300 Pilgrims Point, Webster, Texas, on Tuesday, July 20, 2021, whereupon the roll was called of the members of the Board, to-wit:

Robert L. Squires, President
Sam Longoria, Vice President
David VanRiper, Secretary
Richard Klenk, Treasurer
Robert Tietz, Assistant Secretary

All members of the Board were present in person, thus constituting a quorum. Also attending all or parts of the meeting in person were Mr. Tom Hoff, of the Forest Bend Fire Department; Mr. Chris Wilson of Si Environmental ("Si"), operator for the District; and Mr. Nelson Gaez of Brown & Gay Engineers, Inc. ("BGE"), engineer for the District; and Mr. Alton Henderson from Windsor EMS, Inc.; Mr. Reginald Wilson and Ms. Kaity Malek of Norton Rose Fulbright US LLP ("NRF"), attorney for the District; Mr. Scott Gray of Champions Hydro-Lawn, Inc. ("Champions"); and Ms. Vickey Sullivan of Equi-tax, Inc., tax assessor for the District.

The meeting was called to order in accordance with notice posted pursuant to law, copies of the Certificates of Posting of which are attached hereto as *Exhibit A*, and the following business was transacted:

- 1. Public Comments.** There were no public comments.
- 2. Approve Minutes** The Board considered the minutes of the June 15, 2021 meeting, copies of which was previously distributed to the Board. Upon motion by Director Klenk, seconded by Director Longoria, after full discussion and the question being put to the Board, the Board voted unanimously to approve the minutes of June 15, 2021, as presented.
- 3. Discuss and consider a replacement Director to fill the current vacancy.** Upon motion by Director Longoria, seconded by Director Klenk, after full discussion and the question being put to the Board, the Board voted unanimously to elect Mr. Robert Tietz to the Board and as the new assistant secretary to keep the remaining slate as is.
- 4. Forest Bend Fire Department Report.** Mr. Hoff reviewed the runs for the month of June. He also reported on the service calls within the month and discussed the June budget activity.

Mr. Hoff reported on the fire fighter certification that is State required. Discussion ensued.

5. Windsor EMS, Inc. Report. Mr. Henderson presented to and reviewed with the Board the Windsor EMS, Inc. ("Windsor") report for June 2021, a copy of which is attached hereto as Exhibit B. He stated that Windsor's 911 services were requested 63 times and WINDSOR responded to 62 of the requests, with an average response time of 5 minutes and 22 seconds. Medic 18 responded to 60 calls; Medic 19 responded to 2 calls. He stated that 1 call was mutual aided by League City EMS and 2 mutual aid requests from SA were performed by medic 18. These calls for service resulted in 37 transports. Windsor's response for medic 18 in MUD 55's district was less than 7 minutes and 59 seconds, on 98.28 % of the requests.

6. Tax Assessor and Collector's Report. Ms. Sullivan presented to and reviewed with the Board the Tax Assessor and Collector's Report, a copy of which is attached hereto as *Exhibit C*.

Ms. Sullivan reported that for the month of June the District has collected 98.8% of taxes for 2020.

Ms. Sullivan stated there are 14 checks being presented for review and approval.

Ms. Sullivan reported on the SPA revenue report.

Upon motion by Director Longoria, seconded by Director Klenk, after full discussion and the question being put to the Board, the Board voted unanimously to approve the Tax Assessor and Collector's Report, to approve the execution of the checks as presented.

7. Bookkeeper's Report and Investment Report. Ms. Sullivan presented to and reviewed with the Board the Bookkeeper's Report for June 2021 and the Investment Report copies of which are attached hereto as *Exhibit D*.

Ms. Sullivan reported on the District's general operating funds.

Ms. Sullivan stated there are 48 checks being presented for review and approval.

Ms. Sullivan reviewed the June investment and capital reports.

Upon motion by Director Longoria, seconded by Director Klenk, after full discussion and the question being put to the Board, the Board voted unanimously to accept the Bookkeeper's Report and the Investment Report, and to approve execution of the checks presented.

8. Approve Harris-Galveston Interlocal Agreement for Water Wise Program. Mr. Wilson presented to and reviewed with the Board the Interlocal Agreement for the 2020-2021 Water Wise Program ("Agreement"), a copy of which is hereto attached as Exhibit E.

Mr. Wilson stated that this year the agreement will cover 210 students between 2 schools at \$38 per student.

Upon motion by Director Klenk, seconded by Director VanRiper, after full discussion and the question being put to the Board, the Board voted to unanimously to approve the Agreement.

9. Operations Report, Including Review and Approval of Maintenance Items and Delinquent Report. Mr. Wilson presented to and reviewed with the Board the Operations Report and Maintenance Report for June 2021 a copy of which is attached hereto as *Exhibit F*.

Mr. Wilson reported on the water distribution repairs and maintenance for the month of June stating that Si performed billing/collection activities and responded to customers calls for service.

Mr. Wilson reported that, at 2402 Colonial Ridge, Si excavated down to main and replaced a leaking tapline. He stated that landscaping and concrete were replaced after the repair.

Mr. Wilson reported that, at 2527 Harvest Cove, Si replaced landscaping after the waterline repair.

Mr. Wilson reported that Si prepared Consumer Confidence Report for printing. He stated that it was mailed out to all the customers within the District and delivered to multifamily management officers and certified with the TCEQ.

Mr. Wilson reported that Si replaced 50 meters over one million per the meter change out program.

Mr. Wilson reported on 4723 Quiet Canyon, stating that Si televised the lines and found a break. He stated that the excavated down to the main and replaced the section of lines that had failed. Si reconnected all the lines, backfilled and cleaned the area. He stated that they hauled off all debris, replaced concrete and landscaping after the repairs.

Mr. Wilson reported that lines were jetted to clear blockage at 2843 English Colony.

Mr. Wilson reported that lines were jetted to clear blockage at 16747 Colony Bend.

Mr. Wilson reported on the lift station maintenance for the month of June. He stated that at St. Lawrence L1, Si found that a yard light had failed, rented a lift and replaced the light fixture with LED units.

Mr. Wilson stated that at Fife W1, Si used shims to realign the booster pump no. 1. They measured, tested and put it back online. Si reinstalled the manway after the tank inspection. They also filled a hole in the driveway with asphalt.

Mr. Wilson reported on the water accountability. He stated that it was at 94.6% for the month of June.

Mr. Wilson reported on the delinquent account list with the Board. Upon motion by Director Klenk, seconded by Director Van Riper, after full discussion being put to the board, the board voted to move forward with the delinquent cut off list.

Upon Motion by Director Klenk, seconded by Director Longoria, after full discussion and the question being put to the Board, the Board voted unanimously to approve the Operations Report.

Director Squires inquired about moving towards electronic meters and the cost of switching over. Discussion ensued. It was the consensus of the board to have Si reach out to companies for pricing and demonstration of the electronic meters.

10. Engineer's Report. Mr. Gaez presented to and reviewed with the Board the Engineer's Report, a copy of which is attached hereto as *Exhibit G*, and which follows in substantially the form it was presented:

a. **Commercial Reviews**

1. **Beamer Villas:** Mr. Gaez reported that coordination with Crystal Creek Developers is ongoing for the review of reimbursable costs to include in a possible reimbursement agreement update.

2. **El Dorado Tracts:**

i. **Allora Apartments (9.13 Acre Multi Family Tract):** Mr. Gaez reported that there are currently no updates regarding the Allora Apartments. He stated that construction is ongoing and it is anticipated that the project will be fully completed in March 2022. He reported on a silt issue on the channels due to their development. He stated that he will get in contact with them and let them know that we will take care of the cleaning and back charge them for the issue.

ii. **Assisted Living Facility (6.77 Acres El Dorado Blvd and Beacons View):** Mr. Gaez stated that the construction plans have been reviewed by BGE and Si Environmental. He stated that comments were issued to the design engineer on June 29.

3. **Rodzina Office Warehouse Phase II.** Mr. Gaez stated that there are no new updates. He stated that the plant was approved by Harris County Commissioners Court on June 29. He stated that construction plans have been approved.

4. **Speedy Carwash.** Mr. Gaez stated that plans have been reviewed by BGE and Si Environmental. A letter of no objection was issued on July 2. He reported that the no objection letter stipulates that the developer must

provide proof of passing inspections by Harris County's commercial review department within 60 calendar days from the date of the no objection letter.

b. Capacity Requests. Mr. Gaez stated that there was nothing to report.

c. BGE Authorized Projects:

i. \$17,685,000 Bond Issue Report: Mr. Gaez reported that BGE has finalized the bond application report with input from consultants. The application will be submitted to the TCEQ by the end of the month.

ii. Heritage Park Section 17 Backslope Swale Clearing: Mr. Gaez reported that the contractor is waiting on the site conditions to be favorable to install the turf establishment material.

d. COH / County Projects

i. City of Houston ("COH") Southeast Transmission Line (surface water line): Mr. Gaez reported on that design is ongoing. He stated that the alignment of line segments is under review and consultants are working towards milestone submittals.

ii. Blackhawk Treatment Plant: Mr. Gaez reported that the GCA held the joint advisory meeting on June 22nd. The GCA reported that they have submitted the final draft to the co-participant attorney's for review and comment. The draft 2022 budget was also presented for review and comment, and the GCA does not anticipate any major revisions to the 2021 adopted budget. Discussion ensued.

e. Additional Items: Mr. Gaez reported on a Friendswood water line issue. Discussion ensued.

Upon motion by Director Klenk, seconded by Director Longoria, after full discussion and the question being put to the Board, the Board voted unanimously to approve the Engineer's Report.

11. Approve Order Authorizing Application for Expedited Consideration of Approval by TCEQ of Project and Issuance of Bonds and Requesting Waiver of Certain Requirements of Texas Administrative Code. Upon motion by Director Klenk, seconded by Director Longoria, after full discussion and the question being put to the Board, the Board voted unanimously to approve the Order authorizing application for expedited consideration of approval by the TCEQ.

12. Discuss the renewal of District Insurance (expiring 9/21/2021). Mr. Wilson stated that since insurance quotes have been limited he has reached out to the operator for guidance on whether the District should search for a new provider. Discussion ensued. It was the consensus of the Board to move forward with received the new proposal from the current provider.

13. Approve Petition for Addition of Land for 21st and 22nd annexations. Mr. Wilson reported that the annexation paperwork is complete. He stated that everything is being finalized this week. Upon motion by Director Klenk, seconded by Director Van Riper, after full discussion being put to the board, the board voted to unanimously approve the Petition for Addition of Land for 21st and 22nd annexations, subject to final review.

14. Approve Petition for Consent for Addition of Land for 21st and 22nd annexations. Upon motion by Director Klenk, seconded by Director Van Riper, after full discussion being put to the board, the board voted to unanimously approve the Petition for Consent for Addition of Land for 21st and 22nd annexations, subject to final review.

15. Park and Recreational Facility Report. Mr. Gray, who presented to and reviewed with the Board the Parks and Recreational Facilities Report, a copy of which is attached hereto as *Exhibit H*. He stated that there are no major issues to report.

Mr. Gray reported on Heritage Park Short Channel, stating that the channel is in good condition.

Mr. Gray reported on Heritage Park Long Channel, stating that the channel is in good condition and is functioning as designed.

16. Approve Proposal for sidewalk installation and gate repair. Mr. Gray, presented to and reviewed with the Board the Proposal for sidewalk installation and gate repair, a copy of which is attached hereto as *Exhibit I*. He stated that the gate has been repairs and is waiting for the rain to stop for the installation of the sidewalk. Upon motion by Director Klenk, seconded by Director Longoria, after full discussion being put to the board, the board voted to unanimously approve the side walk installation and gate repair.

17. Sewage Treatment Plant Operations Report. Director Squires reported that there was nothing new to report.

18. Discuss Southeast Water Plant Report. Director Squires reported that there was nothing new to report.

19. Discuss Maintenance of District Facilities. There was nothing to report.

20. Other District Matters. Director Squires reported on the crime within the District. He stated that there is consideration on adding another deputy on the night shift to help combat crime. Discussion ensued.

Director Squires inquired about having the engineer look into design and replacement of the road at Water Plant No. 1. Discussion ensued.

THERE BEING NO FURTHER BUSINESS TO COME BEFORE THE BOARD, THE MEETING WAS ADJOURNED.

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The above and foregoing minutes were passed and approved by the Board of Directors on August 17, 2021.

President, Board of Directors

ATTEST:

Secretary, Board of Directors