

HARRIS COUNTY WATER CONTROL AND IMPROVEMENT DISTRICT NO. 132

MINUTES OF REGULAR MEETING

October 17, 2016

STATE OF TEXAS §  
COUNTY OF HARRIS §

The Board of Directors (the "Board") of Harris County Water Control and Improvement District No. 132 (the "District") met in regular session at the designated meeting place of the Board, the Harris County W.C.I.D. No. 132 Water Plant, 4107 Evening Trail, Spring, Texas 77388, on the 17<sup>th</sup> day of October 2016, at 5:30 p.m. The roll was called of the duly constituted officers and members of the Board, to-wit:

William R. Papp	President
Mary Bonetati	Vice President
Peggy Batson	Secretary
Terry Williams	Assistant Secretary
Pre Moss	Assistant Secretary

All members of the Board were present, except Dirs. Bonetati and Moss, thus constituting a quorum.

Also present were residents Kermit Sadler and Rose Marie Garrett; Rene Anadel of Wheeler & Associates, Inc., the District's Tax Assessor/Collector ("Tax Assessor-Collector"); Michael Murr, the District's Landscape Architect ("Landscape Architect"); Maria Salinas Parker, the District's Attorney ("Attorney") of Sanford Kuhl Hagan Kugle Parker Kahn, LLP ("SKLaw"); Tony Sarman of AEI Engineering, LLC, ("AEI"), the District's Engineer ("Engineer"); Andy Phelps of Environmental Development Partners ("EDP"), the District's Operator ("Operator"); Cindy Schmidt, the District's Bookkeeper ("Bookkeeper"); and Sherry Allard, the District's Recording Secretary ("Recording Secretary").

President Papp called the meeting to order at 5:30 p.m., and the following business was transacted.

**PUBLIC HEARING ON PROPOSED 2016 TAX RATE**

Upon motion made and seconded, the Board voted to open the public hearing on the proposed tax levy of 2016. President Papp, noting there were no members of the public present who wished to comment on the proposed tax rate, asked for a motion to close the hearing.

After discussion, upon motion duly made, seconded, and unanimously carried, the Board voted to close the public hearing.

**ADOPT ORDER SETTING TAX RATE**

Ms. Anadel confirmed that the proposed tax rate was published in The Houston Chronicle.

The Board, by motion duly made and seconded, voted unanimously adopt the Order Setting the Tax Rate for 2016 by setting the debt component at \$0.185 per \$100 assessed

valuation (“AV”) and the maintenance and operations component at \$0.255 per \$100 AV, for a total tax rate of \$0.44 per \$100 AV.

**APPROVE AMENDED NOTICE TO PURCHASERS AND SELLERS**

Pursuant to setting the tax rate, the Attorney stated, a District must file an Amended Notice with Property Records to inform persons interested in District property of the current tax rate. After discussion, upon motion duly made, seconded, and unanimously carried, the Board approved the Amended Notice to Purchasers and Sellers.

**REVIEW AND APPROVE TAX ASSESSOR/COLLECTOR’S REPORT, INCLUDING:**

**Approval of Report and Payment of Bills from Tax Account**

Ms. Anzel reviewed with the Board the report for September 2016, made available to the Board prior to the meeting and attached hereto as a part hereof. Checks from the tax account were submitted for approval and signature.

**Report on Status of Tax Collections, Authorize Termination of Water Service to Delinquent Tax Accounts**

Tax collections to date stand at 98.84%, Ms. Anzel noted. She then reviewed tax delinquencies cited on the Perdue, Brandon, Fielder, Collins & Mott, L.L.P. (“Perdue”) Delinquent Tax Report.

After review, a motion to approve the Tax Assessor/Collector’s report, duly seconded, carried unanimously.

**APPROVE MINUTES OF SEPTEMBER 19, 2016 AND OCTOBER 5, 2016**

Upon motion made and seconded to approve the minutes of the September 19, 2016 meeting, the Board approved as prepared. After review and motion made and seconded, the Board voted to approve the October 5, 2016 special meeting minutes as written.

After consideration, upon motion duly made and seconded, the Board voted to return to the normal agenda order.

**APPROVE BOOKKEEPER’S REPORT, INCLUDING:**

**Authorizing Payment of District Bills**

Ms. Schmidt was next called upon by the President for the Bookkeeper’s report, a copy of which is attached hereto as a part hereof for all purposes. Upon presenting the checks for approval, the Bookkeeper noted that she had revised the second quarter lift station bill.

The escrowed funds for the Ponderosa Joint Powers Authority (“PJPA”) generator are slightly less than the District’s cost, Ms. Schmidt stated. She noted that the District could use the contingency funds toward the shortfall. After consideration, the Board authorized using contingency funds toward the full price of the PJPA generator, motion having been made, seconded, and unanimously carried.

**Approval of Investment Report**

The Investment report was next discussed with the Board.

After review, upon motion made and seconded, the Board approved the Report, Investment Report, and the checks presented therewith.

Ms. Schmidt stated that consideration of a draft budget will be undertaken next month. Mr. Murr stated that he would work with Dir. Batson to submit a landscaping figure to the Bookkeeper.

**CONSIDER AND ACT UPON OPERATOR’S REPORT, including:**

**Authorize Repairs to Water Supply System and Wastewater Collection System**

Mr. Phelps was then asked to report as to the District’s operations. A copy of the report was disseminated to the Board before the meeting and is attached hereto as a part hereof.

Lift station lift pump #2 has now been installed. The Cypress Villas were sent a tap fee letter, but to date have not paid their fee. Once the tap fee is received, the Operator stated, they will perform the inspection.

G-M Services’ inspection of well #1 [in the District] indicated overall efficiency is at 59%. Accountability stands at 99% for the month and 95.7% for the year, the Operator stated.

**Authorize Operator to Terminate Water and Sewer Service to Certain Delinquent Accounts for Non-Payment of Water and Sewer Bills**

Delinquent service accounts were next discussed. There were 91 letters mailed out, the Operator stated. After consideration, upon motion made and seconded, the Board authorized the Operator to process the cited accounts for termination.

**CONSIDER AND ACT ON ENGINEER’S REPORT, including:**

**Emergency Generator at WCID #132 Water Plant**

The President informed the Board that Dir. Moss had sent him data pertaining to an exterior building to replace the existing storage building, which will be removed when the 450 kilowatt natural gas generator is installed. The Engineer stated that the generator plans are going through agency review, after which, the project will be prepared for bidding. The motor control

center (“MCC”) installation could delay the installation of the generator, Mr. Sarman stated. He was asked to contact the contractor and ask for simultaneous installations and electronically mail the Board with the response.

#### **Sanitary Sewer Rehabilitation of Area D**

The Engineer stated that he has not received confirmation from CUD regarding the status of joint lines not identified in the Joint Facilities Agreement.

#### **Sanitary Sewer Rehabilitation of Joint Lines**

Mr. Sarman stated that he is awaiting response from CUD on the joint line project also.

#### **Approve requests for water and sewer service**

The proposed gas station at Cypress Hill Drive contacted the Engineer regarding plan review. There has been neither deposit made nor plans received, the Engineer stated.

#### **Harris County Outfall Erosion**

Harris County Precinct 4 (“Prec. 4”) has asked their engineers to determine the best method of repair to the damaged storm sewer on Cypress Creek.

#### **Discuss and Take Action on Proposed Increase in Engineering Rates**

The Engineer provided a chart showing how the rate increase would have affected the District’s activities and projects. Director Papp also provided a schedule reflecting the various percentages of increase of the proposed rate increase. After consideration, upon motion made, seconded, and unanimously carried, the Board approved the AEI rate increase.

After discussion, upon motion duly made, seconded, and unanimously carried, the Board approved the Engineer’s report as presented.

#### **CONSIDER AND ACT ON LANDSCAPE ARCHITECT’S REPORT RELATING TO GARDEN, Including**

##### **Authorization of Preparation of Plans, Award of Contracts, Approval of Pay Estimates**

Mr. Murr stated that the project is on target and within budget. His team is finishing a few details from Phase I, he noted. Falling leaves will be used for compost, he added. A sample of the proposed signage was shown Directors. They asked to have QR codes added, to which Mr. Murr agreed.

Mr. Murr agreed to discuss 2017 budget items with Dir. Batson, to be forwarded to the Bookkeeper.

The President acknowledged Mr. Murr's fine presentation with pictures to the Association of Water Board Directors ("AWBD") Board in hopes of the District receiving recognition under the parks category. After consideration, upon motion made, seconded, and unanimously carried, the Board approved Dirs. Bonetati and Papp's preparation of the submittal package to seek recognition for the District under the parks heading.

The President received the Board's concurrence to consider replacing the tent in the Garden.

Dir. Batson informed the Board that Ms. Garrett started working in the butterfly garden and has moved, due to the work of Mr. Murr and team. Ms. Garrett gave the Director a list of garden tools to which the Board agreed to purchase. Pres. Papp stated that they should price agricultural vinegar also. The President suggested Dir. Batson confer with the Operator or Mr. Seaback regarding a new sump pump

**CONSIDER AND ACT UPON ATTORNEY'S REPORT, including**

**Resolution Regarding Fees of Office and Expenses**

The Attorney stated that she incorporated the Board's input into the proposed policy document, which the Board will consider next month's meeting.

**APPROVE AND TAKE ACTION ON NEWSLETTER**

No report.

**UPDATE ON WEBSITE**

The President informed the Board that he got certain data to Dir. Bonetati, who has the flash drive.

**REPORT ON PJPA**

The President expects the PJPA generator installation will start in a few weeks' time.

**REPORT ON NORTH HARRIS COUNTY REGIONAL WATER AUTHORITY ("THE AUTHORITY")**

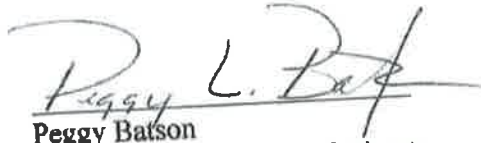
No report.

AFTER DISCUSSION, UPON MOTION DULY MADE AND SECONDED, the question being put to the Board, the Board voted in accord to adjourn at 7:25 p.m.

PASSED AND APPROVED

November 21, 2016

Date



Peggy Batson

Secretary of the Board of Directors