

MINUTES OF MEETING OF BOARD OF DIRECTORS  
February 12, 2019

THE STATE OF TEXAS  
COUNTY OF HARRIS  
HARRIS COUNTY MUNICIPAL UTILITY DISTRICT NO. 162

The Board of Directors (the "Board") of Harris County Municipal Utility District No. 162 (the "District") met in regular session, open to the public, at 5870 Highway 6 North, Houston, Texas 77095, on February 12, 2019, at 3:00 p.m.; whereupon the roll was called of the members of the Board, to-wit:

Penny Johnson, President  
Susan McClure, Vice President  
Steve Rickelman, Treasurer  
Karen Odell, Secretary  
John Parrish, Assistant Secretary

All members of the Board were present, thus constituting a quorum. Also attending all or parts of the meeting were Ms. Patty Rodriguez of Bob Leared Interests ("BLI"), tax assessor and collector for the District; Ms. Karrie Kay of Myrtle Cruz, Inc. ("MCI"), bookkeeper for the District; Mr. Joshua Board, Chad King, Chris Hoffman of H2O Consulting ("H2O"), operator of the District's facilities; Ms. Alene Efaw of BGE, Inc. ("BGE"), engineers for the District; and Mr. Dimitri Millas and Ms. Shaila Sreedharan of Norton Rose Fulbright US LLP ("NRF"), attorney for the District.

The President called the meeting to order in accordance with notice posted pursuant to law, copies of 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.** Consideration was given to the approval of the minutes of the regular meeting of January 8, 2019, a copy of which was previously distributed to the Board. Upon motion by Director Parrish, seconded by Director McClure, after full discussion and the question being put to the Board, the Board voted unanimously to approve the minutes of the regular meeting of January 8, 2019, as presented.
3. **Review Bookkeeper's Report and authorize payment of bills.** Ms. Kay presented to and reviewed with the Board the Bookkeeper's Report, the Investment Report, the Operating Budget, the Cash Flow Comparison and the Energy Usage Report, copies of which are attached hereto as *Exhibit B*.

Ms. Kay reported that the Independent Bank Certificate of Deposit was renewed at an interest rate of 2.60%.

Upon motion by Director McClure, seconded by Director Odell, after full discussion and the question being put to the Board, the Board voted unanimously to accept the Bookkeeper's Report, to authorize payment of check nos. 5678 through 5702 from the Operating

Account, each in the amounts, to the persons, and for the purposes described in the Bookkeeper's Report, and to approve the Investment Report.

**4. Review and approve quarterly investment report.** This item was presented and approved with the Bookkeeper's Report.

**5. Review report by Tax Assessor and Collector's Report and authorize payment of certain bills.** Ms. Rodriguez 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. Rodriguez stated that as of January 31, 2019, the District has collected 93.8% of its 2018 taxes.

Ms. Rodriguez reviewed the past due accounts with the Board.

Upon motion by Director Rickelman, seconded by Director Parrish, after full discussion and the question being put to the Board, the Board voted unanimously to accept the Tax Assessor and Collector's Report, to authorize payment of check nos. 1223 to 1225 from the Tax Account in the amounts, to the persons, and for the purposes described in the Tax Assessor and Collector's Report.

**6. Review and approve Operations Report and authorize repairs.** Mr. Board presented to and reviewed with the Board the Operations Report for the month of January 2019, a copy of which is attached hereto as *Exhibit D*. Mr. Board reported that the District pumped 243,000 gallons of water and purchased 2,619,000 gallons of water from the West Harris Regional Water Authority ("WHCRWA") during the last period. He reported the water plant is currently offline for construction and the District is on interconnect with Harris County Municipal Utility District No. 208.

Mr. Board reported that H2O found and removed skunks from under the booster pump pad at a final cost of \$2,227.39.

Mr. Board reported on the well engine, stating that the gaskets, spark plugs and electrical wiring was replaced at a final cost of \$4,720.07

Mr. Board reported on the automatic meter reading contract from Badger meter. He reported that the contract was reviewed and approved by NRF. Mr. Millas briefly discussed the contract with the Board. Upon motion by Director Rickelman, seconded by Director Odell, after full discussion and the question being put to the Board, the Board voted unanimously to approve the contract with Bader meter.

Mr. Board reported on a water main break at Creek Glen and Woodcroft, noting that the street has been replaced.

Mr. Board reported that the fire hydrant at West Road and Highway 6 was repaired and will be invoiced in March. He stated that the driver was not insured.

**7. Review Engineer's Report.** Ms. Efaw presented to and reviewed with the Board the Engineer's Report, a copy of which is attached hereto as *Exhibit E*.

Ms. Efaw reported that construction has started for the water plant electrical improvements and that the anticipated completion will be in April 2019.

Ms. Efaw reported that the Creek Glen Drive pavement replacement is complete.

Ms. Efaw reported that representatives from Preston Hydrologic and Harris County Engineering Department (“HCED”) contacted her regarding a drainage project for Southdown Village. She noted that BGE provided them with the drainage study that was conducted previously and original construction plans. Ms. Efaw stated that HCED has scheduled a kickoff meeting and site walk for February 21, 2019. Ms. Efaw noted that she will attend the meeting and site walk.

**8. Discuss Copperfield Joint Operations Board “CJOB” meeting.** Director McClure reviewed the January CJOB meeting.

Director McClure reported that CJOB authorized the auditor to perform the audit.

Director McClure reported that CJOB discussed the budget for the next fiscal year. Mr. Board discussed the operational items included in the budget.

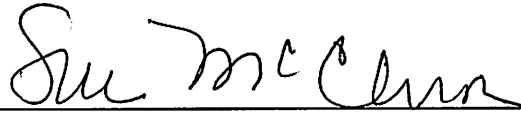
Director McClure reviewed the repairs within the month of January.

**9. Review District Website and take any necessary action.** Director McClure noted that she had not reviewed the website within the month. Ms. Sreedharan noted that she emailed the website administrator to request updates. Director Odell inquired on the District updates listed on the website, stating that they were old. Mr. Board reported that there are no new updated to post for the District.

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

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The foregoing minutes were passed and approved by the Board of Directors on March 12, 2019.



Vice President, Board of Directors

ATTEST:

  
Secretary, Board of Directors