

MINUTES OF REGULAR MEETING  
HARRIS COUNTY MUNICIPAL UTILITY DISTRICT NO. 102  
HARRIS COUNTY, TEXAS

22 May 2017

THE STATE OF TEXAS  
COUNTY OF HARRIS

The Board of Directors (the "Board") of Harris County Municipal Utility District No. 102 (the "District") of Harris County, Texas, met in regular session, open to the public, on the 22nd day of May, 2017, at the regular meeting place thereof, at 15300 Falmouth, Harris County, Texas, inside the boundaries of the District, and the roll was called of the duly constituted officers and members of the Board, to-wit:

|                |   |
|----------------|---|
| Randal W. Ward | President   |
| Douglas Jordan | Vice President  |
| David Scholler | Secretary/Treasurer                                     |
| Jason A. Iken  | Assistant Secretary                                     |
| Robert Moorman | Assistant Secretary/Treasurer and<br>Investment Officer |

and all of said persons were present, thus constituting a quorum.

Also present were: Bill Russell of Myrtle Cruz, Inc., the District's Bookkeeper; Cathy Brittain-Drew of Assessments of the Southwest, Inc. ("Assessments"), representing Thomas Lee, the District's Tax Assessor/Collector; Dana Hollingsworth of Municipal District Services, L.L.C. ("MDS"), the District's Operator; Mike Kurzy, P.E., of AEI Engineering, L.L.C. ("AEI"), the District's Engineer; Felix Deleon representing Waste Corporation of Texas, L.P. ("WCA"), the District's Solid Waste Collector; Carl Hoffman representing Accent Home Repair and Remodeling, Inc. ("Accent"); Deputies Robert Appleberry and Armando Aviles, Jr., of the Harris County Sheriff's Department (the "Sheriff's Department"); and Will Yale, Cole Konopka, and David Green of Coats Rose, P.C. ("Coats Rose"), the District's Attorney.

Director Ward called the meeting to order.

### **Approval of Minutes**

First, the Board considered approval of the minutes of the meeting of 24 April 2017. Director Iken requested a revision to page 3 of the minutes. After discussion, upon a motion duly made and seconded, the Board voted unanimously to approve the minutes of the meeting of 24 April 2017, as amended.

## **Security Patrol Report**

Mr. Yale presented the Board with copies of the Security Patrol Report for April 2017 as prepared by the Sheriff's Department. A copy of the Security Patrol Report is attached hereto as an exhibit to these minutes. Deputies Appleberry and Aviles addressed the Board regarding security related issues. Director Ward informed the Deputies that the extension of Kentwick Drive from Falmouth Avenue to F.M. 529 was a public roadway. Deputy Aviles discussed with the Board the traffic control initiative being undertaken in the District by the contract officers. Deputy Appleberry discussed with the Board the robbery and crime suppression initiative being undertaken by the Sheriff's Department in the area that includes the District. Mr. Yale then called the Board's attention to an announcement from the Sheriff's Department regarding an event to be held at 7:00 p.m. on Tuesday, 13 June 2017, at the Westlake Fire Department at 19636 Saums Road in Houston in order for security coordinators in Patrol District 4 to meet with Harris County Sheriff Ed Gonzalez. A copy of the announcement is attached hereto as an exhibit.

Deputy Aviles then presented a request for a change in his patrol shift in the District (the "Shift Change") with regard to his scheduled days off in order to enhance the patrol coverage in the District on weekdays. After discussion, the Directors expressed their approval of a Shift Change to consist of scheduled days off on Sundays and Mondays. Deputy Aviles requested that the District provide the Sheriff's Department with a letter stating its approval of the Shift Change. Mr. Yale stated that the District's Attorney would prepare the letter regarding the Shift Change on behalf of the District and would transmit same to the Sheriff's Department upon review and approval by Directors Ward and Scholler. A copy of the letter is attached hereto as an exhibit to these minutes.

Then, after review, upon a motion duly made and seconded, the Board voted unanimously to accept the Security Patrol Report.

## **Solid Waste Collection Service**

Next, the Directors discussed matters relating to the solid waste collection service (the "Service") being provided in the District by WCA. Mr. Yale distributed to the Board copies of the Monthly Customer Issue Listing for the Service for April 2017, as prepared by WCA. A copy of the Monthly Customer Issue Listing is attached hereto as an exhibit to these minutes. Mr. Deleon then answered questions from the Board regarding the Service. Then, after review, upon a motion duly made and seconded, the Board voted unanimously to accept the Monthly Customer Issue Listing.

## **Tax Assessor/Collector's Report**

Ms. Brittain-Drew distributed the Tax Assessor/Collector's Report for the month of April 2017, a copy of which is attached hereto as an exhibit to these minutes. She stated that as of 30 April 2017, the District's 2016 tax levy was 97.4% collected. She

noted that the District's Tax Account had a balance of \$66,566.02 as of the end of this reporting period (30 April 2017). After deducting the disbursements for payment at today's meeting and adding collections received to date, she added, the District's Tax Account ends with a balance of \$32,249.24. She noted that Assessments was requesting approval for 11 checks written on the District's tax account, said checks including the transfer of \$6,173.46 in revenues from the tax for maintenance and operations to the District's Operating Fund; and the transfer by wire of \$20,000.00 to the Debt Service Fund.

The Board then reviewed the Unpaid Accounts Report dated 18 May 2017, a copy of which is included in the Tax Assessor/Collector's Report. Then, after review, upon a motion duly made and seconded, the Board voted unanimously to: (1) accept the Tax Assessor/Collector's Report; and (2) authorize payment of the checks listed therein.

### **Operator's Report**

Next, Ms. Hollingsworth distributed the Operator's Report prepared by MDS for the month of April 2017. She reviewed the Water Production portion of the Operator's Report in detail. Ms. Hollingsworth reported that the District had produced 1,505,000 gallons of water and had purchased 27,021,000 gallons of water from the West Harris County Regional Water Authority (the "Authority") during the period of 15 March 2017 through 15 April 2017, with an accountability rate of 97.2%. She reported that the District had provided 2,068,000 gallons of water to Harris County Municipal Utility District No. 250 ("HCMUD 250") during the reporting period. The District currently has 3,007 active service connections, she told the Board. Then Ms. Hollingsworth reviewed the Wastewater Treatment portion of the Operator's Report. She noted that the District's Wastewater Treatment Plant (the "Plant") operated at 46.2% of design capacity during the April 2017 reporting period, with an average daily flow of 571,000 gallons per day ("gpd").

A discussion ensued regarding the quantity of water provided to HCMUD 250 during recent reporting periods. Ms. Hollingsworth informed the Board that the estimated water usage for HCMUD 250 in recent reporting periods had been revised. She remarked that the operator for HCMUD 250 had informed MDS that the HCMUD 250 Water Plant was expected to be returned to service in approximately one month.

Ms. Hollingsworth reviewed and discussed with the Board the repairs and maintenance performed on the District's water distribution system and wastewater collection system, as listed in the Operator's Report. She reviewed with the Board the Preventive Maintenance Log for the District's facilities, a copy of which is included with the Operator's Report. The Board then reviewed (1) charts depicting the monthly groundwater pumpage from the District's active water wells during the period of 1 January 2012 to April 2017; and (2) charts depicting the influent and effluent testing results for April 2017 at the Plant, copies of which are included with the Operator's Report.

After review, upon a motion duly made and seconded, the Board voted unanimously to accept the Operator's Report, a copy of which is attached hereto and shall be considered to be a part of these minutes.

### **Fire Hydrant Repairs**

Next, the Board discussed the condition of the fire hydrants located in the District (the "Hydrants"). Ms. Hollingsworth reported that the repairs to the Hydrants as authorized at the Board's meeting on 24 April 2017 were expected to be completed by 30 June 2017.

### **District Administration Building**

Next, the Directors discussed the condition of the District's Administration Building at Water Plant No. 2 (the "Building"). Mr. Hoffman reviewed with the Board the status of the repairs to the Building and replacement of damaged equipment being performed by Accent (collectively, the "Building Repairs"). A discussion ensued regarding the Building Repairs. After an inspection of the Building Repairs, the Board requested the following modifications to the Building: (1) install recessed floor plugs in the meeting area for audio/visual cables; (2) install a grommet in the table in the meeting area to accommodate the audio/visual cables; and (3) extend the length of the counter and cabinet in the kitchen area to match the counter and cabinet that were replaced. The Directors also suggested certain security improvements for the storage room, including installation of a deadbolt on the door and bars on the inside of the window in the storage room.

### **District Facilities / Flooding Event on 18 April 2016**

The Board then discussed matters relating to the District's Request for Public Assistance filed with the Federal Emergency Management Agency ("FEMA") in 2016 for reimbursement from FEMA of the District's costs incurred in response to the major flooding event that occurred on 18 April 2016 in portions of Harris County (the "Flooding Event") that were not covered by the District's insurance policies. Mr. Yale submitted for the Board's review and approval the revised Subrecipient's Attestation for Duplication of Benefits form (the "Attestation Form") as prepared by the Texas Division of Emergency Management in connection with the Flooding Event. Mr. Yale remarked that FEMA had requested additional information in connection with the District's RPA and that an additional page had been added to the Attestation Form to denote the insurance claims received by the District. After discussion, upon a motion duly made and seconded, the Board voted unanimously to authorize Director Ward to execute the revised Attestation Form. A copy of the executed revised Attestation Form is attached hereto and shall be considered to be part of these minutes.

## **2016 Drinking Water Quality Report**

Ms. Hollingsworth then reviewed with the Board the draft 2016 Drinking Water Quality Report for the District (the "DWQR") as prepared by MDS, a copy of which is included with the Operator's Report. She noted that the DWQR had been revised pursuant to comments from the District's Attorney. After discussion, upon a motion duly made and seconded, the Board voted unanimously to approve the DWQR, as amended. A copy of the amended DWQR is attached hereto as an exhibit to these minutes.

## **Wastewater Treatment Plant / Effluent Basin**

Next, the Board discussed the proposed periodic cleaning of the Plant effluent basin (the "Effluent Basin"). Ms. Hollingsworth reported that following the Flooding Event the District's Operator had been pumping down, fully draining, and chlorinating the Effluent Basin. She remarked that said preventive maintenance has reduced the E. Coli results in effluent samples during the past year. Unless directed by the Board or the District's Engineer, she continued, MDS would continue this practice to minimize E. Coli results. Ms. Hollingsworth added that the District's Operator was proactively replacing the bulbs in the UV chamber at the Plant according to the expected service life for the bulbs.

## **Texas Water Development Board / Water Conservation Plan and Water Audit Report**

The Board briefly discussed matters relating to the District's Water Conservation Plan (the "Conservation Plan") and Water Audit Report. Ms. Hollingsworth explained that the 3,546 metered water connections as listed in the Conservation Plan and the Water Audit Report consisted of 2,957 residential connections, 31 commercial connections, 526 multi-family connections, 16 institutional connections, and 16 inactive connections. She explained further that the number of multi-family connections was an estimate because the customers residing in the apartments in the District are served by 16 master meters rather than individual water meters.

## **Termination of Service**

Consideration was then given to the termination of water and sewer service to certain delinquent accounts. The President recognized Ms. Hollingsworth, who advised the Board that the requisite notifications had been given to each customer and that each customer was advised of the date, time and place of the Board meeting which they could attend to discuss termination of service. The Board noted that there were no customers present to protest the utility billings. After discussion, upon a motion duly made and seconded, the Board voted unanimously to authorize the Operator to terminate the water and sewer service to those accounts listed on the termination list, attached hereto.

## **Customer Write-Off Report**

Ms. Hollingsworth reviewed with the Board the Customer Write-Off Report dated 26 April 2017 as prepared by the District's Operator. A copy of the Customer Write-Off Report is included with the Operations Report. It was noted by the Board that there were six delinquent service accounts in the total amount of \$885.97 that would be written off and turned over to a collection agency. After review, upon a motion duly made and seconded, the Board voted unanimously to write-off the delinquent utility service accounts and direct the District's Operator to engage a collection agency to pursue collection of the amounts owed to the District by the delinquent utility service accounts listed in the Customer Write-Off Report.

## **Engineer's Report**

Mr. Kurzy presented the Engineer's Report for the Board's review. A copy of the Engineer's Report is attached hereto as an exhibit to these minutes.

## **Maintenance of Detention Ponds**

Next, the Directors discussed matters relating to the maintenance (the "Detention Pond Maintenance") of the detention ponds serving Waldron Estates Subdivision and Concord Colony Subdivision, Section 2, by Storm Water Solutions, L.P. (called "SWS"). Mr. Kurzy submitted to and reviewed with the Board the Inspection Report for the Detention Pond Maintenance for May 2017 as prepared by AEI, a copy of which is attached hereto as an exhibit to these minutes. Mr. Kurzy mentioned to the Board that SWS had not submitted a Pay Estimate in connection with the Detention Pond Maintenance since January 2017.

## **Request for Service / Redeemed Christian Church of God – House of David**

Then the Directors discussed matters relating to the request for service from the Redeemed Christian Church of God – House of David (the "Church") in connection with its intent to construct a community center in addition to the existing Church facilities in the District. Mr. Kurzy stated that he had nothing new to report on this matter.

## **Water Plant No. 1 / Spot-Coating Rehabilitation of Ground Storage Tanks**

The Board discussed matters relating to the contract with Blastco Texas, Inc. ("Blastco") for the spot-coating rehabilitation of the 125,000 gallon ground storage tank ("GST") and 250,000 gallon GST at Water Plant No. 1 (the "GST Rehabilitation") as authorized at the Board's meeting on 23 January 2017. Mr. Kurzy reported that the District's Engineer held the pre-construction conference with the contractor on 18 May 2017. He added that Blastco was expected to be on-site to commence the GST Rehabilitation this week. Mr. Yale then submitted for the Board's review a memorandum from the District's Attorney regarding the bonds and insurance submitted by Blastco in connection with the GST Rehabilitation project. A copy of the

memorandum is attached hereto as an exhibit to these minutes. Mr. Yale remarked that the bonds and insurance submitted by Blastco were found to be in order.

### **Sanitary Sewer Overflow Initiative**

The Directors next discussed the status of the District's participation in the Sanitary Sewer Overflow Initiative (the "SSO Initiative") being promulgated by the Texas Commission on Environmental Quality (the "Commission"). Mr. Kurzy reported that he was awaiting a response from the Commission on the SSO Initiative as submitted earlier this year by the District's Engineer. He noted that AEI had commenced work on the customer education outreach to Cypress-Fairbanks Independent School District as part of the SSO Initiative. He informed the Board that AEI had distributed educational fliers to Horne Elementary School and Truitt Middle School. Mr. Kurzy added that educational pamphlets would be included with the bills being sent to the District's customers by the District's Operator during the June 2017 billing cycle.

Mr. Kurzy then submitted to and reviewed with the Board a memorandum dated 15 May 2017 from the District's Engineer regarding the status of the SSO Initiative Action Plan. A copy of the memorandum is attached hereto as an exhibit to these minutes.

### **Inspection of Sanitary Sewer Lines in Area B – Phase 1**

The Board then discussed matters relating to the contract with Magna-Flow Environmental, Inc. ("Magna-Flow") to perform the 10-year post-rehabilitation televised inspection of sanitary sewer lines and inspection of manholes in Area B – Phase 1 (the "Area B Inspection"). Mr. Kurzy reported that Magna-Flow had completed the Area B Inspection and had provided the District's engineer with the videos and the required reports. He remarked that the processing of the final request for payment from Magna Flow was still "on hold" pending resolution of the claim filed against Magna Flow's insurance by the owner of a residence in the District in connection with a lid on a sanitary sewer manhole that had been left uncovered during the Area B Inspection.

### **Survey of Sanitary Sewer Line Manholes**

Mr. Kurzy reported that the District's Engineer was reviewing the survey of the manholes on the District's sanitary sewer lines (the "Manholes") as prepared by the District's Operator and would determine which Manholes were most in need of immediate attention.

### **Wastewater Discharge Permit Renewal**

Then Mr. Kurzy discussed the status of the renewal application for the District's discharge permit (the "Permit") that was submitted to the Commission prior to the deadline date of 1 November 2016. He reported that AEI was awaiting receipt of the final Permit from the Commission.

## **Wastewater Treatment Plant / TPDES Multi-Sector General Permit**

Mr. Kurzy then discussed with the Board the status of the District's TPDES Multi Sector General Permit for stormwater run-off at the Plant site (the "MS4 Permit"). He stated that the District's Engineer was awaiting receipt of the new MS4 Permit from the Commission.

## **Request for Service / 10-acre Tract / Schellite, LLC**

Next, the Directors discussed matters relating to the proposed development by Schellite, LLC ("Schellite") of a 10-acre tract located at 6010 Addicks-Satsuma Road (the "Schellite Tract"). Mr. Kurzy recalled that in April 2017 the District's Engineer had transmitted a letter to Eby Engineers, Inc., the engineer for Schellite, expressing no objection in connection with the submittal of the most recent set of revised plans for the proposed development in the Schellite Tract.

## **Request for Service / 2-acre Tract on Addicks-Satsuma Road**

Mr. Kurzy reported that the District's Engineer had received a request for service relating to a certain 2-acre tract located south of the Schellite Tract on Addicks-Satsuma Road (the "Tract"). He noted that the Tract was currently receiving water service pursuant to an Agreement for Out-of-District Service (the "Agreement") between the District and Langham Bayou Sports, Inc. ("Langham Bayou Sports"), the former owner of the Tract. Mr. Kurzy stated that the new owners of the Tract were considering further development of the property, which is located outside the boundaries of the District. In response to a question from Mr. Kurzy, Mr. Yale stated that the Agreement was not assignable to the new owners of the Tract without the written consent of the District and Langham Bayou Sports. A discussion ensued regarding the possible annexation of the Tract. The Directors expressed their desire to obtain more information regarding the proposed development in the Tract. The Directors then deferred further discussion regarding this matter to a future meeting of the Board.

## **Harris County Municipal Utility District No. 257 / Abandonment of Water Line Easement**

Next, Mr. Kurzy reported that Terra Associates, Inc. ("Terra"), the engineer for Harris County Municipal Utility District No. 257 ("HCMUD 257"), had requested the consent of the District in connection with the proposed abandonment by HCMUD 257 of a certain water line easement (H.C. Recordation No. T567690, hereafter the "Easement") located north of the District in the Reserves at FM 529 and Kentwick in HCMUD 257 (the "Reserves"). He called that Board's attention to a survey map of the Reserves that denotes the location of the Easement. A copy of the survey map is included with the Engineer's Report. Mr. Kurzy expressed his view that the abandonment of the Easement by HCMUD 257 (the "Abandonment") would not appear to affect the District and accordingly the District's Engineer does not object to the Abandonment. After discussion, the Board expressed no objection to the

Abandonment. Attached hereto as an exhibit to these minutes is a copy of a letter dated 25 May 2017 from the District's Engineer to Terra stating that the Board had reviewed the request for the Abandonment and offered no objection to said Abandonment.

Then, after review, upon a motion duly made and seconded, the Board voted unanimously to accept the Engineer's Report.

### **Bookkeeper's Report**

Mr. Russell presented the Bookkeeper's Report, a copy of which is attached hereto and shall be considered to be part of these minutes. He reviewed the District's revenues and expenses for the month of April 2017 as well as the investments for each of the accounts maintained by the District. He reported that the District's Operating Fund checking account began this reporting period with a balance of \$34,842.83 and that there were total receipts of \$370,029.28 during the reporting period, less checks completed at or after the Board's last meeting and other disbursements, resulting in a balance for the Operating Fund checking account of \$373,313.77. Mr. Russell went on to say that this ending balance, as well as investments, less disbursements presented at this meeting, result in the District having total operating funds of \$4,276,433.22 available for the District as of 22 May 2017.

Mr. Russell informed the Board that the District had received a payment of \$9,106.91 from the City of Houston (the "City") for the District's share of sales tax collections during February 2017 pursuant to the Strategic Partnership Agreement with the City for limited purpose annexation of commercial property in the District.

Mr. Russell then reported that the balance of the District's Debt Service Fund, including investments, totals \$518,676.45 and the balance of the District's Capital Projects Fund, including investments, totals \$257,152.06 as of this date. The Board then reviewed: (1) the District's Operating Budget for the fiscal year ending 30 September 2017; (2) the Summary of Costs relating to the District's Series 2014 Bonds; (3) the table listing the District's power consumption and the amount billed to the District; (4) the Schedule of Investments; (5) the balance of deposits paid by developers for legal and engineering fees incurred by the District for their respective projects; and (6) the Pledged Security Report dated 1 May 2017. Copies of these documents are included with the Bookkeeper's Report.

Then, after review, upon a motion duly made and seconded, the Board voted unanimously to: (1) accept the Bookkeeper's Report and (2) authorize payment of the checks listed therein.

### **Identity Theft Prevention Program / Annual Review**

The Board then discussed the District's Identity Theft Prevention Program that was adopted 27 April 2009 and was effective 1 May 2009. Mr. Yale presented a letter

from Assessments stating that Assessments had implemented procedures and controls that provide the security of accounts as required under the District's Identity Theft Program and under the Identity Theft Rules adopted by the Federal Trade Commission. He stated that, based on the report, it appeared that no "red flags" had been raised during the past year and that all of the procedures were working smoothly for Assessments. A copy of the letter is attached hereto as an exhibit to these minutes.

### **Schedule Special Board of Directors Meeting**

Consideration was given to scheduling a special Board meeting in order to review the District's Business Plan and SWOT Analysis (Strengths, Weaknesses, Opportunities and Threats). After discussion, the Directors agreed to meet at 6:00 p.m. on Monday, 7 August 2017.

### **Emergency Water Supply Contract / Harris County Municipal Utility District No. 185**

The Board next discussed matters relating to the request from Harris County Municipal Utility District No. 185 ("HCMUD 185") regarding proposed revisions to the Emergency Water Supply Contract dated 17 December 1981 between the District and HCMUD 185, as amended. Mr. Yale reported that the District's Attorney had revised the proposed Amendment and Restatement of Emergency Water Supply Contract between the District and HCMUD 185 (the "Amendment") pursuant to the comments received from Smith, Murdaugh, Little & Bonham, LLP, the attorney for HCMUD 185. He added that the board of directors of HCMUD 185 was expected to approve the Amendment at their meeting this week. Mr. Yale then presented the Board with execution drafts of the Amendment. After discussion, upon a motion duly made and seconded, the Board voted unanimously to approve the Amendment and to authorize Director Ward to execute same. A copy of the Amendment as executed by the Board is attached hereto as an exhibit to these minutes.

### **West Harris County Regional Water Authority**

Mr. Yale distributed copies of a memorandum from Coats Rose regarding the 10 May 2017 meeting of the Authority's board of directors. A copy of the memorandum is attached hereto as an exhibit to these minutes. Mr. Yale mentioned to the Board that the Authority would conduct a MUD Directors' Outreach Workshop (the "Workshop") at 6:00 p.m. on Thursday, 8 June 2017, at the Fry Road Facility located at 20111 Saums Road in Katy, Texas. Mr. Yale then distributed to the Board copies of a brochure as prepared by the Authority that provides information relating to the Surface Water Supply Project (the "Supply Project"). A copy of the brochure is attached hereto as an exhibit to these minutes. The Board noted that the Supply Project is a joint undertaking between the Authority and the North Fort Bend Water Authority to supply surface water from Lake Houston, via the City's Northeast Water Purification Plant, to west Harris County and north Fort Bend County through an 8-foot pipeline that will run approximately 39 miles.

## **Power Supply Issues / Public Power Pool**

Next, the Directors discussed matters pertaining to the aggregate purchase of electricity under the auspices of the Public Power Pool ("P3"). Mr. Yale distributed copies of a newsletter from P3 dated 9 May 2017, a copy of which is attached hereto. Director Ward presented a report on recent activities of P3.

## **Internet Web Site**

The Board then discussed matters relating to the District's internet web site (the "Web Site"). Director Iken requested that the District's Attorney request information from Off Cinco, the District's webmaster, regarding the number of people who have registered through the Web Site to receive alerts, important news, and other information from the District via electronic mail.

## **Landscaping Report**

Director Ward reported on the status of landscaping activities in the District. He informed the Board that a District customer whose residence is located adjacent to the Water Plant No. 1 site had informed him that certain trees in the fence line at the Water Plant No. 1 site (the "Trees") were coming into contact with her residence. Director Ward stated that Venture Landscape Systems, LLC, was directed to remove the Trees.

## **Attorney's Report**

Mr. Yale presented the Attorney's Report.

## **Oaths of Office**

The Board considered approval of the Oaths of Office and the Statements of Officers as executed and submitted by Directors Scholler, Moorman, and Jordan. After discussion, upon a motion duly made and seconded, the Board voted unanimously to approve the Oaths and Statements. Mr. Yale told the Board that the Public Employee Blanket Bond covering the five positions of Director of the District would continue in force and effect. Copies of each of the executed Oaths and Statements are attached to these minutes as exhibits.

## **Election of Officers**

The Directors next considered the need to reconstitute the Board of Directors, pursuant to the requirements of Section 49.054(b), Texas Water Code. After discussion, upon a motion duly made and seconded, the Board voted unanimously to elect the Directors to the offices indicated:

Randal W. Ward  
Douglas Jordan  
David Scholler  
Jason A. Iken  
Robert Moorman

President  
Vice President  
Secretary/Treasurer  
Assistant Secretary  
Assistant Secretary/Treasurer and  
Investment Officer

Then, upon a motion duly made and seconded, the Board voted unanimously to authorize Coats Rose to prepare a revised District Registration Form and file same with the Commission.

Then, after review, upon a motion duly made and seconded, the Board voted unanimously to accept the Attorney's Report.

There being no further business to come before the Board, the meeting was adjourned.



  
Secretary, Board of Directors

Harris County Municipal Utility District No. 102  
Meeting of 22 May 2017  
Attachments

1. Security Patrol Report;
2. Announcement / Meet & Greet event for Harris County Sheriff Ed Gonzalez;
3. Letter from Board of Directors to Sergeant Billy Johnson / request for change in patrol schedule for Deputy Armando Aviles;
4. WCA Monthly Customer Issue Listing;
5. Tax Assessor/Collector's Report;
6. Operator's Report.
7. Subrecipient's Attestation for Duplication of Benefits Form (Revised);
8. 2016 Drinking Water Quality Report;
9. Engineer's Report;
10. Inspection Report for the Detention Pond Maintenance;
11. Coats Rose memo / bonds and insurance on contract with Blastco;
12. Memo from AEI / Status Update on SSOI Action Plan;
13. Letter from AEI / Abandonment of Water Line Easement;
14. Bookkeeper's Report;
15. Letter from Assessments of the Southwest / Identity Theft Prevention Program;
16. Amendment and Restatement of Emergency Water Supply Contract;
17. Coats Rose memo / WHCRWA;
18. WHCRWA brochure / Surface Water Supply Project;
19. P3 Newsletter;
20. Oath of Office and Statement of Officer / Douglas Jordan;
21. Oath of Office and Statement of Officer / David Scholler; and
22. Oath of Office and Statement of Officer / Robert Moorman.