

# **HARRIS COUNTY WATER CONTROL AND IMPROVEMENT DISTRICT NO. 99**

## **MINUTES OF MEETING OF BOARD OF DIRECTORS**

**NOVEMBER 21, 2017**

The Board of Directors (the "Board" or "Directors") of Harris County Water Control and Improvement District No. 99 (the "District") met in regular session, at 6:30 p.m., at 19423 Lockridge Drive, Spring, Texas 77373, on Tuesday, November 21, 2017, pursuant to notice of said meeting posted in accordance with Chapter 551 of the Texas Government Code; whereupon the roll was called of the members of the Board, to-wit:

Thomas Eisterhold	President
Monte Lee Cooper	Vice President
Tim Evans	Assistant Secretary
Ed Jensen	Secretary/Treasurer/Investment Officer
Annette Bethany	Director/Records Management Officer

All members of the Board were present, thus constituting a quorum with the exception of Director Jensen. Also attending all or portions of the meeting were: Mike Plunkett of Eagle Water Management, Inc., operator for the District ("Operator" and/or "Eagle Water"); Tina Buchanan of Equi-Tax, Inc., tax assessor-collector and bookkeeper for the District ("Equi-Tax"); Sergio Van Dusen of Vogt Engineering, L.P., engineer for the District ("Engineer"); Marisa L. Roberts, Legal Assistant of Johnson Petrov LLP, attorney for the District ("Attorney"); and Marsha Evans a resident of the District.

The President, after finding that notice of the meeting was posted as required by law and determining that a quorum of the Board was present, called the meeting to order and declared it open for such business as may regularly come before it.

1. Minutes. The Board reviewed the minutes of the regular meeting held on October 17, 2017, a copy of which was previously distributed to the Board. Upon motion by Director Cooper, seconded by Director Evans, after full discussion and with all Directors present voting aye, the Board approved the minutes of the regular meeting held on October 17, 2017, as presented.

2. Bookkeeper's Report/Investment Report/Tax Assessor-Collector's Report/Energy Usage Report. Ms. Buchanan presented to and reviewed with the Board, the Bookkeeper's Report, Investment Report, Tax Assessor-Collector's Report, and Energy Usage Report for the previous month, copies of which are attached hereto collectively as Exhibit "A."

a. Ms. Buchanan next reported that TexPool is paying 1.0318% interest and the net asset value is 0.99998. She also presented and reviewed the Energy Usage Report. Ms. Buchanan noted that the Third Quarterly Tax payment to the IRS was filed electronically in the amount of \$1,277.89.

b. Ms. Roberts presented a memorandum of proposed revisions to the Investment Policy, a copy of which is attached hereto as Exhibit "A-1". Discussion ensued. Director Cooper made a motion to accept the revisions to the Investment Policy; the motion was seconded by Director Evans after full discussion and the question being put to the Board, all members of the Board present approved the proposed revisions to the Investment Policy.

Upon motion by Director Cooper seconded by Director Evans after full discussion and the question being put to the Board, all members of the Board present voted to 1) approve the Bookkeeper's Report, Investment Report, Tax Assessor-Collector's Report, and Energy Usage Report, as presented, 2) authorize the payment of checks numbered 11424 through 11456 from the Operating Account, and 3) authorize the payment of one (1) check numbered 2371 from the Tax Account.

3. Operator's Report. Mr. Plunkett presented the Operations Report, a copy of which is attached hereto as Exhibit "B," and responded to questions from the Board.

a. Mr. Plunkett reported the average daily flow at the sewer plant during the previous month was 79,000 G.P.D. and the pumped to billed ratio was 94.45% at the water plant.

Mr. Plunkett next presented the Monthly Light Fixture Review, a copy of which is attached to the Operator's Report. He also presented nine (9) termination notices for nonpayment.

b. Mr. Plunkett presented Eagle Water Management's proposed Schedule of Rates, for the Board's review and approval. The proposed rates are as follows: the base rate increased from \$4,600 to \$4,800; Supervisor/Foreman rate increased from \$45 to \$50; Licensed Operator increased from \$45 to \$50; Meter Replacement Fee increased from \$95 to \$105; and Disconnects (cut-off) increased from \$40 to \$50. Upon motion by Director Cooper, seconded by Director Evans, after full discussion and with all Directors present voting aye, the Board approved the Eagle Water Management's amended Schedule of Rates.

c. Next, Director Bethany mentioned that there are a few customers connected to the small water line in Section 1. We need to review these and make change overs.

Upon motion by Director Evans, seconded by Director Cooper, after full discussion and with all Directors present voting aye, the Board approved the Operator's Report.

4. Engineer's Report. The Engineer's Report was presented by Mr. Van Dusen, a copy of which is attached as Exhibit "C".

a. Mr. Van Dusen reported Mr. Rudy Playtez (18718 Casper Drive) has engaged Vogt Engineering to perform work on his behalf. He also reported that a conflict of interest letter was sent to Mr. Playtez explaining that Vogt Engineering represents the District.

Vogt Engineering will resume the inventory of aging assets once the sanitary sewer crossing Lemm Gully project (the "Project") is completed.

Next, Mr. Van Dusen reported that SWCA provided a letter stating that no Army Corps plan review is required for the Project. A topographic survey was completed and indicated a reverse slope on the sanitary sewer crossing Lemm Gully. Vogt Engineering proposed placing two (2) new piers within Lemm Gully adjacent to either side of the existing casing for support, then the existing pipe can be exposed, then a split casing can be welded onto the existing casing to provide protection from erosion. Vogt Engineering also requested Eagle Water Management televise the line to ensure the condition of the sanitary sewer pipe is adequate for exposing and encasing.

b. Mr. Van Dusen reported that the chloramine plans and report were submitted to the TCEQ for review and approval. Director Eisterhold stated that he would like to draft the

letter to the District customers regarding the conversion to Chloramines. Mr. Plunkett stated that the best time to send the letter to the District's customers is two (2) weeks prior to the actual conversion.

Upon motion by Director Evans, seconded by Director Cooper, after full discussion and with all Directors present voting aye, the Board approved the Engineer's Report.

5. Annual Agenda/Miscellaneous Business.

There are no updates to the District's website at this time.

6. Public Comment.

Mrs. Evans inquired about sink holes. Mr. Plunkett stated a sink hole can result when there is a break in the sanitary sewer collection system.

**THERE BEING NO FURTHER BUSINESS TO COME BEFORE THE BOARD,**  
the meeting was adjourned.

**Pay the Bills:** As previously approved by the Board, the following bills were paid:

**Checks Written on Operations Account # 0751-690363**


**W C I D # 99**

**November 21, 2017**

Item	Payable To:	Check #	Amount	STP/WP	Account/Invoice#	For:
1	AT&T	11424	136.53	WP	281-288-3728-078-0	Fault Monitoring Line
2	AT&T	11425	136.53	STP	281-288-5820-614-4	Fault Monitoring Line
3	AT&T	11426	133.73	STP/LS	281-288-5942-008-2	Fault Monitoring Line
4	Center Point Energy	11427	33.51	STP	4610016-0	Gas for Generator
5	Reliant Energy	11428	10.96	LS/STP	1 499 574 - 0	Electricity
6	Reliant Energy	11454	1,772.79	WP	1 500 965 - 7	Electricity
7	Reliant Energy	11455	1,793.82	STP	1 505 184 - 0	Electricity
8	Waste Connections of Texas	11431	177.78	STP	Inv# 1466023	Dumpster
9	All-Pump & Equipment Inc	11432	9,531.00	STP	Inv# AI067668	Maintenance
10	CFI Services, Inc	11433	367.72	STP	Inv# 57488	Maintenance
11	DXI Industries	11434	522.35	STP	226.17 Inv#055019242-17	Chemicals
				STP	113.09 Inv#055017533-17	Chemicals
				WP	70.00 Inv#DE05007601-17	Chemicals
				WP	113.09 Inv#055019241-17	Chemicals
12	Eagle Water Management, Inc.	11435	20,723.18		October 2017	Operations & Maintenance
13	E T I Bookkeeping Services	11436	700.00		Inv# 8074	Bookkeeping Fees
14	Johnson Petrov LP	11437	2,992.53		Inv# 1844	Legal Fee
15	Kwik Kopy Printing - Spring	11438	234.25		Inv# 114163	Copies
16	Lawns & More	11439	690.00	STP	470.00 Inv# 1616	Mowing Contract - October
				WP	220.00 Inv# 1616	Mowing Contract - October
17	Nell Technical Services, Corp	11440	340.00	STP	Inv# 76667	Maintenance
18	NHCRWA	11441	14,410.10	WP	October 2017	Water Usage Monthly Billing
19	Source Point Solutions, LLC	11442	54,108.00	STP	Inv# 54108	Maintenance
20	TCEQ	11443	1,307.26		Inv# CWQ0053720	Permits
21	Vogt Engineering	11444	17,399.45		1,983.75 Inv# 2466	Engineer Fee
					300.00 Inv# 2468	Engineer Fee- Deposit Activity
					10,191.95 Inv# 2469	Engineer Fee - Lemm Gully
					4,923.75 Inv# 2467	Engineer Fee - Investigate WS
22	Aida Valdez Andrews	11445	52.60		19015 Lockridge Dr	Deposit Refund
23	Bob Lossow	11446	103.62		706 Hurlock Street	Deposit Refund
24	Clint Hopson or JW Ramber	11447	103.62		19514 Whitewood Dr	Deposit Refund
25	Rebecca Stidham	11448	106.81		18910 Whitewood Dr	Deposit Refund
26	Zhiqin Dai	11449	150.00		1300 Lemm Road 2	Deposit Refund
27	Annette Bethany	11450	285.58		Director Fees	Monthly Mtg / Additional Fees
* 28	Edward Jensen VOID				Director Fees	Monthly Mtg - To Withholding
29	Monte L Cooper	11451	138.53		Director Fees	Monthly Mtg
30	Thomas Elsterhold	11452	138.53		Director Fees	Monthly Mtg
31	Timothy Evans	11453	323.23		Director Fees	Monthly Mtg / Additional Fees

October 31, 2017

**PASSED AND APPROVED** on the 19<sup>th</sup> day of December, 2017.

  
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Secretary  
Board of Directors

**EXHIBITS:**

- A - Bookkeeper's Report, Investment Report,  
Tax Assessor-Collector's Report, Energy Report
- A-1 - Investment Policy and Memo to Board
- B - Operations Report
- C - Engineer's Report

**Minutes recorded by Marisa L. Roberts**  
**Johnson Petrov LLP**  
**Regular Session November 21, 2017**

