

**HARRIS COUNTY MUNICIPAL UTILITY DISTRICT NO. 61**  
**Minutes of Meeting of Board of Directors**  
**March 25, 2025**

The Board of Directors of Harris County Municipal Utility District No. 61 met at 1825 N. Mason Road, Katy, Harris County, Texas 77449 on March 25, 2025, in accordance with the duly posted notice of meeting, and the roll was called of the duly constituted officers and members of said Board of Directors, as follows:

Wheeler BeMent, President  
Billy Lowery, Vice-President  
W.R. Lusby, Secretary  
Floyd J. Ball, Assistant Secretary  
William Evans, Director

And all of said persons were present, except Director Evans, thus constituting a quorum.

Also present were Jonathan Liu and Anna Hunter of A&S Engineers, Inc. ("A&S"); Lonnie Wright of Municipal Operations & Consulting, Inc. ("MOC"); Vanessa Hernandez of Myrtle Cruz, Inc.; Stephanie Dorrough of Wheeler & Associates, Inc.; Angie Hartwell of First Environment Erosion Controls ("FEEC"); Matthew Stewart and Zach Rigby of Parkspring; and Kara Richardson of Marks Richardson PC ("MRPC").

The President called the meeting to order.

As the first order of business, the Board considered comments from members of the public. Mr. Rigby introduced himself and Mr. Stewart to the Board. Mr. Stewart then presented the attached proposed Parkspring development handout. He stated that Parkspring is interested in annexing property into the District for the development of a class A multifamily development consisting of eleven (11) buildings and a clubhouse. The Directors expressed concerns about multifamily developments being converted to low-income and/or tax-exempt properties and also with the traffic congestion that such development might create. Mr. Rigby stated that the development will not be low-income housing nor tax-exempt and that Parkspring holds each of its properties for four (4) years before selling it to a subsequent owner. The Board concurred that it was not interested in annexing the property at this time and recommended that Mr. Stewart and Mr. Rigby approach other water districts in the area with the proposed development.

Mr. Stewart and Mr. Rigby exited the meeting at this time.

The Board next considered approval of the minutes of the Board of Directors meeting held on February 25, 2025. After discussion, Director Ball made a motion to approve the minutes of the meeting held on February 25, 2025, as presented. Director Lowery seconded the motion, which carried unanimously.

The Board next considered a report relative to security patrol services provided by the Harris County Sheriff's Office ("HCSO"). Director Lowery reported on activity in the District for the month of February. He stated that the day shift deputy is back. Director Lowery stated that activity has been very quiet and traffic enforcement has slowed down likely due to the success of previous traffic initiatives. He stated that he told HCSO that they needed to have radar units in all

patrol vehicles as that was a condition to the District selecting the HCSO for security patrol services. Director Lowery noted that he and Director BeMent attended the Williamsburg Settlement Maintenance Association (“Association”) to advise them about the HCSO security reports and how the District will provide the reports in a reasonable time period after receiving them from the HCSO. Director Lowery stated that the Association was satisfied with the response from the District.

The Board next considered a report from FEEC relative to mowing and detention pond maintenance within the District. Ms. Hartwell presented the attached report and reviewed same with the Board. She stated that FEEC cleaned out the Colonial Parkway detention basin stormwater quality feature no. 1. Ms. Hartwell stated that FEEC did some cleanup following the freeze event and will assess what grows back before determining what to plant. She stated that the Live Oak tree was planted as previously approved. She also noted that FEEC will do overseeding now that the weather is nice.

The Board next discussed the District’s parks. Director BeMent stated that the parks are being used for children’s soccer practice which is nice to see.

The Board next considered the status of surface water issues and the West Harris County Regional Water Authority (“WHCRWA”). Director BeMent gave an update on the status of projects for the WHCRWA. He stated that the WHCRWA recently won an award for a tunneling project.

The Board next considered the financial and investment reports and invoices presented for payment. Ms. Hernandez reviewed the attached bookkeeping reports, investment inventory reports and bills for payment with the Board. After review and discussion, Director BeMent made a motion to approve the reports and authorize the disbursements identified therein. Director Lowery seconded the motion, which unanimously carried.

The Board next considered the status of collection of taxes. Ms. Dorrough reviewed the attached tax assessor’s report and the delinquent tax roll for the month of February. She noted that 94.95% of the District’s 2024 taxes had been collected through February 28, 2025. After review and discussion of the reports, Director BeMent made a motion to approve the reports and authorize the disbursements identified therein. Director Lowery seconded the motion, which unanimously carried.

There was next a discussion regarding the status of the District’s delinquent tax accounts. The Board reviewed the attached Delinquent Collections Listing as of February 28, 2025. The Board next reviewed the attached report dated March 25, 2025, which had been prepared by the District’s delinquent tax attorney, Perdue, Brandon, Fielder, Collins & Mott, L.L.P.

The Board next considered authorizing the District’s bookkeeper and tax assessor-collector to prepare and file an Unclaimed Property Report prior to the July 1, 2025, deadline. After discussion, Director BeMent made a motion to authorize the District’s bookkeeper and tax assessor-collector to research the District’s accounts to determine the necessity of preparing an Unclaimed Property Report, and, if such reports are necessary, authorize the District’s bookkeeper and tax assessor-collector to file same with the State Comptroller prior to the July 1, 2025, deadline. Director Lowery seconded the motion, which carried unanimously.

The Board next considered authorizing the design, advertisement for bids and/or award of construction contracts, status of construction contracts previously awarded and acceptance of sites and easements.

The Board next considered authorizing the preparation of plans for construction of Water Plant No. 2. Ms. Hunter stated that A&S is working with structural, electrical and well engineers on design plans. She then gave an overview of the preliminary site plan of the Water Plant. Director BeMent asked about the timing of completing the design plans. Mr. Liu stated that A&S is working with engineering sub-contractors and is pressing them to work as quickly as possible.

The Board next deferred the status of construction contracts as the District does not have any current construction projects.

The Board next considered the acceptance of site and/or easement conveyances for facilities constructed or to be constructed for the District. No one present had anything new to report.

The Board next considered the status of storm water quality permits. Mr. Liu stated that the permit applications for the Mason/Franz Storm Trooper and Mason Seniors Detention Pond storm water quality permits were submitted, and A&S awaits a response from Harris County. He stated that all of the other storm water quality permits are up to date.

The Board next discussed the WHCRWA water line easement acquisition. Mr. Liu reported that A&S is coordinating with the WHCRWA on the surface water line.

The Board next considered the status of the Colonial Park pond fountains. Mr. Liu stated that Lake Management Services ("LMS") completed scheduled maintenance on March 17, 2025, and inspected fountains, lights and timers.

The Board next considered the issuance of utility commitments. Mr. Liu stated that same had already been discussed earlier in the meeting.

The Board next considered the status of the proposed annexation of Dhanani/Burger Bodega 0.6170-acre tract of land into the District. Ms. Richardson reported that the annexation package was submitted to the City of Houston on January 20, 2025, with additional items submitted on January 21, 2025.

The Board next considered approval of an Amendment to the General Engineering Agreement. Mr. Liu presented the attached Amendment to General Engineering Agreement and reviewed same with the Board. He then reviewed the Proposed Schedule of Hourly Rates and Reimbursable Costs attached as Exhibit A to the Amendment. After discussion, Director BeMent made a motion to approve the rate increase from A&S, approve the Amendment to General Engineering Agreement between the District and A&S, and authorize the President to execute same on behalf of the Board and the District. Director Lusby seconded the motion, which unanimously carried.

The Board next considered the annual review of the Resolution Adopting Prevailing Wage Rate Scale for Construction Projects and consideration of authorizing a survey of wages. Ms. Richardson presented the attached spreadsheets reflecting the Prevailing Wage Rates for Construction Projects of the United States Department of Labor and Harris County and reviewed the Resolution with the Board. After discussion, Director Ball made a motion to adopt the Resolution Adopting Prevailing Wage Rate Scale for Construction Projects based on the Department of Labor rates. Director Lowery seconded the motion, which unanimously carried.

The Board next considered a report on the District's water, sanitary sewer, and storm sewer systems for the month of February. Mr. Wright reported that the District accounted for 94% of the water pumped during the month of February and that MOC operated the District's facilities in compliance with their respective permits.

Mr. Wright next reviewed photos of the waterline leak located at Bruton Park and Wetherburn. He stated that Arandas Construction dug up the waterline today. Mr. Wright stated that it is subsurface and part of the pipe that was installed in 2019. He then stated that Arandas Construction has agreed to supply the labor and equipment if the District provides the parts. Mr. Wright stated that there will be ten (10) homes that will be issued a Boil Water Notice, and all homes have been notified.

Mr. Wright next presented operation jobs completed over the past month and reviewed same with the Board. He stated that MOC conducted a valve survey on the new valves that were installed.

Mr. Wright next requested that the Board authorize MOC to turn over one (1) delinquent account in the total amount of \$135.72 to Collections Unlimited ("CU"). After discussion, Director Ball moved to authorize MOC to turn over the one (1) subject account to CU, as set out above. Director Lowery seconded the motion, which unanimously carried.

The Board requested that an item be added to the agenda for next month's meeting to consider an amendment to the District's Rate Order.

The Board next considered the report on the regional sewage treatment plant, including compliance with the wastewater discharge permit. Mr. Wright stated that MOC operated the facilities in compliance with the plant permit, and the plant operated at 61% of capacity for the month of February.

The Board next considered the renewal of the District's insurance coverage for term expiring March 31, 2025. Ms. Richardson reviewed the attached revised renewal proposals received from Gallagher for a premium of \$18,095 relative to property, comprehensive boiler and machinery, commercial general liability and hired car and non-ownership automobile liability, pollution liability, directors and officers liability, umbrella, public employee blanket crime, directors position schedule bond, tax assessor/collector bond, worker's compensation, and business travel coverage scheduled to expire on March 31, 2026. She next presented the attached proposal received from McDonald Wessendorff for a premium of \$17,905 relative to property, comprehensive boiler and machinery, commercial general liability and hired car and non-ownership automobile liability, pollution liability, directors and officers liability, umbrella, public employee blanket crime, directors position schedule bond, tax assessor/collector bond, worker's

compensation, and business travel coverage. After discussion, Director BeMent made a motion to approve the proposal received from McDonald Wessendorff for all coverage's set out above, and to authorize the President to execute same on behalf of the Board and District. Director Ball seconded the motion, which carried unanimously.


The Board next discussed a possible change in legal representation. Director Ball stated that he requested the item be added to the agenda and suggested that, with the recent retirement of Mr. Marks, the Board might want to look for alternate legal representation. Mr. Lusby stated that MRPC has represented the District for over 24 years and has a wealth of historical knowledge about the District. Ms. Richardson stated that, although she has not been the primary attorney assigned to the District, she has maintained a good working knowledge of District matters for many, many years and will serve as the back-up attorney to Ms. Goodwin who is now the primary attorney for the District. After discussion, the Board concurred to continue its engagement with MRPC and to remove the item from the agenda.

The Board next considered the review and approval of a fee increase by MRPC. Ms. Richardson reviewed the attached proposed MRPC Rates with the Board and noted that, if approved, same will become effective on April 1, 2025. After discussion, Director BeMent made a motion to approve the fee increase from MRPC as set out above, effective April 1, 2025. Director Lowery seconded the motion, which unanimously carried.

The Board next considered the review and collection of documentation requiring signature by the Board of Directors.

The Board next considered matters for possible placement on future agendas.

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



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Secretary, Board of Directors

ATTACHMENTS TO MINUTES OF BOARD OF DIRECTORS  
March 25, 2025

1. Parkspring Development
2. FEEC Report
3. Bookkeeper's Report
4. Tax Assessor-Collector's Report
5. Delinquent Tax Report
6. Engineer's Report with related correspondence
7. Wage Rate Resolution
8. Operations Report and related correspondence
9. Insurance Proposals from Gallagher and McDonald Wessendorff
10. MRPC Rates