

MINUTES
HARRIS COUNTY MUNICIPAL UTILITY DISTRICT NO. 120

August 8, 2019

The Board of Directors (the "Board") of Harris County Municipal Utility District No. 120 (the "District"), met in regular session, open to the public, on the 8th day of August 2019, outside the boundaries of the District at the offices of LJA Engineering, Inc., 2929 Briarpark Drive, Suite 600, Houston, Texas, and the roll was called of the members of the Board:

Gary Gassmann	President/Treasurer/Investment Officer
Frances Browning	Vice President
William J. Hammer	Secretary
Sylvia Marinez	Assistant Secretary
Tracy L. Jones	Assistant Vice President

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

Also present at the meeting were Kathy Cruthirds of Tax Tech, Inc.; Mary Ann Mihills of Municipal Accounts & Consulting, L.P.; David Rivera and Patrick Newton of LJA Engineering, Inc. ("LJA"); Greg Camp of Environmental Development Partners, LLC ("EDP"); Kathryn Foss of Municipal Financial Services; and Christina Miller, Cheryl Panozzo, and Arlene Catalan of Allen Boone Humphries Robinson LLP ("ABHR").

MINUTES

The Board considered approving the minutes of the July 2, 2019, and July 8, 2019, special meetings and the July 11, 2019, regular meeting. After review and discussion, Director Browning moved to approve the minutes of the July 2, 2019, and July 8, 2019, special meetings and the July 11, 2019, regular meeting as submitted. Director Jones seconded the motion, which passed unanimously.

PUBLIC COMMENTS

There were no comments from the public.

REVIEW EVO DISTRICT ANALYSIS REPORT PREPARED BY MFS

Ms. Foss presented and reviewed the EVO District Analysis and Metrics Report, a copy of which is filed in the District's official records, and requested any questions on the report be directed to her.

ATTORNEY'S REPORT

The Board reviewed the Action List Status Chart, a copy of which is attached.

AMENDED AND RESTATED JOINT TRUNK SEWER AGREEMENT

Ms. Miller gave an update on the Amended and Restated Joint Trunk Sewer Agreement (the "Joint Agreement"). She reported Chelford City Municipal Utility District ("Chelford MUD") sent a revised draft of the Joint Agreement and that she will present any additional concerns or comments to the Board at its regular meeting.

INTERLOCAL AGREEMENT WITH HARRIS COUNTY FOR TRAIL EXPANSION PROJECT

Ms. Miller reported Harris County is preparing an agreement for the District regarding the partnership for the design and construction of proposed sidewalk and street undercrossing projects in the District.

FINANCIAL AND BOOKKEEPING MATTERS

Ms. Mihills presented and reviewed the bookkeeper's report, a copy of which is attached, including the District's bills and investment report. After review and discussion, Director Jones moved to approve the bookkeeper's report and the payment of bills. Director Marinez seconded the motion, which passed by unanimous vote.

APPROVE CHELFORD CITY REGIONAL WASTEWATER TREATMENT PLANT BUDGET FOR FISCAL YEAR END SEPTEMBER 30, 2020

Ms. Miller reported the Chelford City Regional Wastewater Treatment Plant draft budget (the "Budget") for fiscal year end September 30, 2020, is not yet final. She noted when Chelford MUD sends the final draft Budget, ABHR will distribute it to the Board.

TAX ASSESSMENT AND COLLECTION MATTERS

Ms. Cruthirds presented and reviewed the tax assessor/collector's report, a copy of which is attached. She stated the 2018 taxes are 98.81% collected as of July 31, 2019. After review and discussion, Director Jones moved to approve the tax assessor/collector's report and payment of the tax bills. Director Marinez seconded the motion, which passed unanimously.

DISCUSS 2019 TAX RATE, SET PUBLIC HEARING DATE, AND AUTHORIZE NOTICE OF PUBLIC HEARING REGARDING ADOPTION OF TAX RATE

The Board tabled any action on the 2019 tax rate until the September meeting.

OPERATOR'S REPORT

Mr. Camp presented and reviewed the operator's report, including the billing summary and detail report, water production and accountability report, grease trap inspection report, and the customer service report. A copy of the operator's report is attached. He presented to the Directors a list of top residential water users, a copy of which is filed appropriately in the District's official records. Mr. Camp reported the District's water accountability for the reporting period was 98.7%. He reported on maintenance and repairs completed during the previous month and upcoming maintenance and repair items.

Mr. Camp reported the blockage in the sanitary line at 3703 Xenophon Drive has been cleared.

Mr. Camp stated repair and painting of fire hydrants in the District is in progress.

Director Browning reported that the District sign located in the northern area of the District on Green Crest Drive is missing. The Board requested that EDP replace the sign.

Director Hammer reported water is leaking from a back flow preventer on Westpark Drive. Mr. Camp said EDP will investigate the leak.

After review and discussion, Director Hammer moved to approve the operator's report. Director Browning seconded the motion, which passed by unanimous vote.

HEARING ON TERMINATION OF WATER SERVICE

Mr. Camp presented and reviewed a list of delinquent customers to the Directors and reported the residents on the termination list were delinquent in payment of their water and sewer bills and were given written notification, in accordance with the District's Rate Order, prior to the meeting of the opportunity to appear before the Board of Directors to explain, contest, or correct their bills and to show why utility services should not be terminated for reason of non-payment. Following review and discussion, Director Hammer moved to authorize termination of delinquent accounts in accordance with the District's Rate Order and direct that the delinquent customer list be filed appropriately and retained in the District's official records. The motion was seconded by Director Browning and passed by unanimous vote.

PARKS/RECREATION MATTERS

Mr. Newton presented and reviewed a report on parks and recreation matters, a copy of which is included in the engineer's report.

Mr. Newton updated the Board regarding the installation of lighting at Summit Valley Right-of-Way ("Summit Valley") and said that the lighting installation is complete. He reported that he anticipates CenterPoint Energy will install the meter for the lighting within 7 to 10 business days.

Mr. Newton next updated the Board regarding landscape maintenance of Summit Valley and said the trees have been trimmed and the fence has been replaced. He stated the replacement fence will be painted to match the rest of the fence.

Director Hammer gave an update on painting of the 29 bollards and repair of the gate hinge at Summit Valley and stated the project is complete.

ENGINEER'S REPORT

Mr. Newton reviewed the engineer's report, a copy of which is attached.

Mr. Newton reported LJA has not received a response from the property owners of 3826 Gamlin Bend Drive (the "Property") regarding classification of the Property as a multi-unit establishment.

Mr. Newton reported on a request from HouTex Engineering, LLC, for the proposed development of Westpark Mobile Office located at 14701 Westpark Drive. He reviewed a capacity availability letter issued by LJA for the proposed development, a copy of which is attached to the engineer's report.

Ms. Miller updated the Board on the request for out-of-District water and sanitary sewer capacity from Metarock Laboratories. Mr. Newton stated the District is awaiting a response from Metarock Laboratories on a development timeline.

The Board directed LJA to no longer attend the West Harris County Regional Water Authority meetings on the District's behalf.

Mr. Newton gave an update on the repainting of District facilities at Water Plant No. 2, including Ground Storage Tank No. 1. He recommended the Board approve Pay Estimate No. 5 and Final in the amount of \$48,300.00 to CFG Industries, LLC, for the repainting of District facilities at Water Plant No. 2, including Ground Storage Tank No. 1, and acceptance of the project.

Mr. Newton reviewed a proposal from LJA, a copy of which is attached to the engineer's report, in the amount of \$12,500.00 plus \$500.00 in reimbursable expenses for engineering services related to televising the sanitary sewer lines for a proposed 2019 Sanitary Rehab Project.

Mr. Newton stated LJA is finalizing the update to the Emergency Preparedness Plan and will be submitting the updated plan to the Texas Commission on

Environmental Quality once complete.

After review and discussion, Director Hammer moved to (1) approve the engineer's report; (2) based on the recommendation of LJA, approve Pay Estimate No. 5 and Final in the amount of \$48,300.00 to CFG Industries, LLC, for the repainting of District facilities at Water Plant No. 2, including Ground Storage Tank No. 1, and accept the project; and (3) approve the engineering proposal from LJA related to televising the sanitary sewer lines in the amount of \$12,500.00 plus \$500.00 in reimbursable expenses. Director Jones seconded the motion, which passed by unanimous vote.

Discussion ensued regarding smart water meters. Following discussion, the Board requested that ABHR contact Accurate Meter & Supply and request a presentation on smart meters at the next regular meeting.

WEBSITE

Ms. Miller requested any comments regarding District website updates be submitted to ABHR.

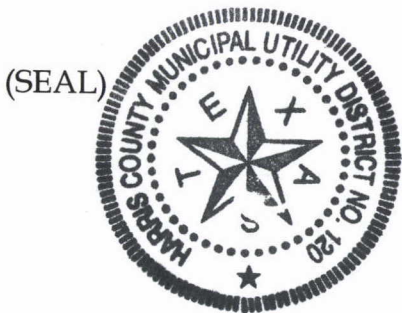
REPORTS FROM DIRECTORS AND DISTRICT CONSULTANTS

There were no reports from directors or District consultants.

ANNUAL REVIEW OF CONSULTANT CONTRACTS

There was no discussion for this agenda item.

There being no further business to come before the Board, the Board concurred to adjourn the meeting.




Secretary, Board of Directors

LIST OF ATTACHMENTS TO MINUTES

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