

HARRIS COUNTY WATER CONTROL & IMPROVEMENT DISTRICT NO. 116
MINUTES OF BOARD OF DIRECTORS MEETING

February 11, 2019

The Board of Directors (the "Board") of Harris County Water Control and Improvement District No. 116 (the "District") met in special session, open to the public, on Monday, February 11, 2019, at 2:15 p.m., at 5300 Coral Gables, located within the boundaries of the District, pursuant to the notice of said meeting, posted in accordance with Chapter 551, Texas Government Code; whereupon, the roll was called of the members of the Board, to-wit:

Les Griffith	President
Bob Warner	Vice President
Frank Sklenka	Secretary
Jeff Handojo	Asst. Secretary/Treasurer
Cheston Cooper	Asst. Treasurer

All members of the Board were present, except Director Sklenka, thus constituting a quorum. Others in attendance were: Mr. Karl Skarboszewski of Texas Operations & Professional Services ("TOPS" or the "Operator"), operators for the District; Ms. Jamie O'Boyle, Administrative Assistant for the District and Huntwick Recreational Facilities ("HRF") Event Coordinator; Mr. Dale Hilpert, HRF Operations and Maintenance Coordinator; Mr. Steve Haskins of Protocol Bookkeeping, Inc. (the "Bookkeeper"), bookkeepers for the District; Ms. Pam Madrigal, P.E., of AEI Engineering, Inc. ("AEI" or the "Engineer"), engineers for the District; Ms. Pat Hall of Equi-Tax, Inc. (the "Tax Assessor"), tax assessor/collectors for the District; the following Heatherloch Municipal Utility District ("Heatherloch MUD") Board of Directors representatives: Ms. Gerry Wright and Mr. John Marks; Mr. Cole Konopka, attorney, and Ms. Renae Ely, paralegal, of Coats Rose, attorneys for Heatherloch MUD; Messrs. Justin Abshire, P.E. and Nate Jackson, P.E., of Jones|Carter, engineers for Heatherloch MUD; and Ms. Regina D. Adams and Ms. Monica A. Garza, attorneys, and Ms. Carla Christensen, paralegal, of Radcliffe Bobbitt Adams Polley PLLC ("RBAP"), attorney for the District. Also in attendance were Messrs. Charles Beam and Andy Gros, residents of the District. A sign-in sheet is attached hereto.

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.

PUBLIC COMMENTS

There were no public comments at this time.

HRF REPORT

Ms. O'Boyle presented to and reviewed with the Board the HRF Report and Maintenance Report, copies of which are attached hereto.

Ms. O'Boyle next reviewed with the Board the January 2019 and February 2019 HRF Clubhouse and Donut Lake Maintenance Report, a copy of which is attached hereto.

Ms. O'Boyle then presented to and reviewed with the Board a proposal from Lawn Management Company, Inc. ("LMC") in the amount of \$592.97 for the necessary repairs to the irrigation system at the HRF Clubhouse, a copy of which is attached hereto. A discussion ensued. Ms. O'Boyle stated that, due to the amount of the proposal, she will have LMC proceed with the necessary irrigation system repairs in accordance with the District's policy regarding routine HRF maintenance.

Ms. O'Boyle reported that Pristine Power Washing has agreed to touch up the paint on the pool patio chairs after the pool plastering project is completed. Ms. O'Boyle noted that she will purchase the paint and Pristine Power Washing has agreed to perform the chair touch ups for a cost not to exceed \$1,000.

Ms. O'Boyle then presented to and reviewed with the Board proposals from ET&T Distributors Inc. (\$5,487.00), Pool Furniture Supply (\$7,847.46) and Belson Outdoors (\$9,137.17) for the purchase of 50 new pool chairs, copies of which are attached hereto. A discussion ensued. It was the consensus of the Board to postpone further discussion and action in connection with the purchase of new pool chairs until after the end of the 2019 pool season. In response to a question from Ms. Adams, the Board indicated that they would be interested in registering with the Harris-Galveston Area Council ("H-GAC") Cooperative Purchasing Program, which assists local governments in reducing costs through government-to-government procurement services. Ms. Adams stated that she will add an item to the March special meeting agenda to discuss and take any necessary action in connection with joining the H-GAC Cooperative Purchasing Program.

Ms. O'Boyle reported that tennis court nos. 5-8 at Donut Lake have been power washed by Patriot Courts. Ms. O'Boyle noted that the resurfacing of court nos. 5 and 6 has been postponed until the week of Spring Break, March 11th-15th. Ms. O'Boyle stated that Director Griffith is coordinating with Patriot Courts regarding the paint color for the pickleball lines on tennis court nos. 3 and 4.

Regarding the status of the pool electrical and safety inspections required by Aquatic Management of Houston ("Aquatic"), Ms. O'Boyle reported that she is coordinating with Mr. Hilpert and a licensed electrician to have the pool inspected the first week of March and annually thereafter immediately upon the conclusion of pool season. Ms. O'Boyle went on to report that she is also coordinating with Mr. Peter Clark of Aquatic to schedule the pool safety inspection after the pool replastering project, but prior to the commencement of the pool season.

Regarding the status of the pool replastering project by Progressive Commercial Aquatics ("Progressive"), Ms. O'Boyle reported that Progressive commenced work on the project earlier in the week. Mr. Hilpert noted that Progressive anticipates completing the project within two (2) weeks.

Director Handojo reported that he will take measurements at the pool for the HRF's purchase of the pool lane ropes. Director Handojo stated that, on behalf of the District, he will purchase the appropriate pool lane ropes, as previously authorized by the Board.

In response to a question from Director Griffith regarding the installation of new lighting at the tennis courts, Ms. O'Boyle agreed to perform additional research regarding the types of lighting that could be installed and cost estimates from possible contractors for the installation of such lighting.

Mr. Haskins entered the meeting at this time.

Ms. O'Boyle then presented to the Board the Summary Report on HRF Patron activities: 1) 102 Full in-District families; 2) ten (10) Full in-District with extended families; 3) 59 House in-District families; 4) 26 Full out-of-District families; 5) one (1) Full out-of-District with extended family; and 6) six (6) House out-of-District families. Ms. O'Boyle reported that 26 HRF Patrons pay via the monthly payment plan. Ms. O'Boyle noted that one (1) monthly payment plan account is now delinquent. After a brief discussion, Ms. O'Boyle agreed to inform such account holders that the entire remaining amount of the HRF Patron Fees for the year are due immediately and monthly payments are no longer an available payment option for such accounts pursuant to the HRF Rules and Regulations.

Ms. O'Boyle went on to report on upcoming events at the HRF.

Upon motion by Director Handojo, seconded by Director Cooper, after full discussion and the question being put to the Board, the Board voted unanimously to approve the HRF Report.

Messrs. Beam and Gros entered the meeting at this time.

REVIEW HRF RULES AND REGULATIONS AND TAKE NECESSARY ACTION IN CONNECTION WITH SAME

Ms. Adams stated that Director Griffith requested that the Board review and possibly amend the reservation form for the athletic field at Donut Lake.

Ms. Wright, Ms. Ely, Ms. Hall, and Messrs. Konopka, Marks, Abshire, and Jackson entered the meeting at this time.

An extensive discussion ensued regarding whether the District should place a limitation on the length of ongoing reservations for the HRF facilities. It was the consensus of the Board to table such matter until the next special Board meeting.

PUBLIC COMMENTS

The President recognized Mr. Beam, who inquired whether the Huntwick Civic Association (the "HCA") had informed the District of the possibility of converting the Huntwick Forest subdivision into a gated community and acquiring the HRF from the District. The Directors stated that the HCA had not contacted the District about converting the subdivision into a gated community or purchasing the HRF. In response to another question from Mr. Beam regarding the purchase price of the entirety of the HRF and real property, Director Warner stated that an appraisal would need to be conducted to determine the fair market value of the HRF real property.

No further action was taken, and the meeting was adjourned at 2:58 p.m.

~~UNANIMOUSLY~~ APPROVED and ADOPTED this 11th day of March, 2019.



ASST. Secretary, Board of Directors