

**HARRIS COUNTY MUNICIPAL UTILITY DISTRICT NO. 401**  
**Minutes of Meeting of Board of Directors**  
**April 21, 2025**

The Board of Directors of Harris County Municipal Utility District No. 401 met at Staybridge Suites, 10011 Farm to Market Road 2920, Harris County, Texas 77385, on April 21, 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:

Blair Fesler, President  
Mark Atchison, Vice-President  
Sandee Wright, Secretary  
Roland Massey, Assistant Vice President/Secretary  
Jordan Thomas, Assistant Vice President/Secretary

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

Also present were Andres Aranzales of Vogler and Spencer Engineering, Inc. ("V&S"); Scott Shelnutt of Municipal Operations & Consulting, Inc. ("MOC"); Les Griffith of Champions Hydro-Lawn, Inc. ("Champions"); Stephanie Viator of District Data Services; Robin Goin of Bob Leared Interests, Inc.; Sergeant Martinez of Harris County Constable's Office ("HCCO"); Godfrey Eta, resident; and Kara Richardson of Marks Richardson PC ("MRPC").

The President called the meeting to order.

SECURITY PATROL

As the first order of business, the Board considered the report from the HCCO regarding security services in the District. Sergeant Martinez reviewed the Patrol Statistics, a copy of which is attached hereto as Exhibit A.

Sergeant Martinez exited the meeting at this time.

PUBLIC COMMENT

The Board next considered comments from the public. Mr. Eta stated that he is now the Vice President of the Inverness Estates POA ("POA") and looks forward to the POA working with the District in the future. Director Atchison noted that he had previously asked the POA to ensure that the streetlights are properly functioning and reminded them that the District funds the security patrol in the District. Mr. Eta stated that the POA is coordinating to change all of the streetlights to LED lights and to have Centerpoint Energy number the light poles.

APPROVE MINUTES

The Board considered approval of the minutes of the Board meeting held on March 17, 2025. After discussion, Director Atchison made a motion to approve the minutes of the meeting

of March 17, 2025, as presented. Director Wright seconded the motion, which unanimously carried.

#### BOOKKEEPING REPORT

The Board reviewed the bookkeeper's report prepared by District Data Services dated April 21, 2025, a copy of which is attached hereto as Exhibit B. After discussion, Director Atchison made a motion to approve the bookkeeper's report and to authorize payment for the invoices listed therein. Director Massey seconded said motion, which carried unanimously.

#### TAX ASSESSOR-COLLECTOR'S REPORT

Ms. Goin presented and reviewed the tax assessor-collector's report dated March 31, 2025, a copy of which is attached hereto as Exhibit C. After discussion on the report presented, Director Thomas made a motion to approve the tax assessor-collector's report, and to authorize payment of the checks listed therein. Director Massey seconded the motion, which carried unanimously.

#### DELINQUENT TAX REPORT

Ms. Richardson next presented the delinquent tax report dated April 21, 2025, by the District's delinquent tax attorney, Perdue, Brandon, Fielder, Collins & Mott, LLP ("Perdue"), a copy of which is attached hereto as Exhibit D. After discussion, the Board concurred to authorize Perdue to proceed with door hanger notices for water termination candidates and other accounts listed in the report.

#### RESOLUTION AUTHORIZING ADDITIONAL PENALTY ON DELINQUENT TAXES

Ms. Richardson next advised the Board that pursuant to Section 33.07 of the Tax Code, as amended, the Board is authorized to impose, under certain conditions, an additional penalty not to exceed twenty percent (20%) of the total taxes, penalty and interest due to the District on July 1 on taxes that remain delinquent as of July 1 of the year in which they become delinquent. After discussion, Director Atchison made a motion to adopt the Resolution Authorizing Additional Penalty on Delinquent Taxes, attached hereto as Exhibit E. Director Thomas seconded the motion, which carried unanimously.

#### FACILITY SITE MAINTENANCE

Mr. Griffith presented and reviewed a detention and drainage facilities report from Champions, a copy of which is attached hereto as Exhibit F.

Mr. Griffith stated that the District was last serviced on April 16, 2025.

Director Massey stated that the bat houses were installed by Eagle Scout Troop 41 but are not painted. Mr. Griffith stated he would follow up to determine whether the troop plans to finish the bat houses with paint.

Mr. Griffith stated that the dead trees that were identified in the February report were removed.

### ENGINEER'S REPORT

Mr. Aranzales presented and reviewed the Engineer's Report, attached hereto as Exhibit G.

Mr. Aranzales reported on the contract with Allteam Solutions, LLC for the sanitary sewer cleaning and televising for Inverness Estates, Sections 1, 2 and 4. He then presented Pay Application No. 2 and Final in the amount of \$33,329.47 and noted that the contractor is on the delinquent water bill list. He stated that he will hold the test until he confirms if the contractor is responsible for water used in connection with the construction contract. He stated that the televising is complete and presented a list of repairs recommended by V&S totaling approximately \$145,000. After discussion, Director Atchison made a motion to approve payment of Pay Application No. 2 and Final in the amount of \$25,422.03, as discussed above and to authorize V&S to solicit bids for the listed repairs in connection with same. Director Thomas seconded the motion, which unanimously carried.

Mr. Aranzales next reported on the status of the contract with Infrastructure Construction Services for the park pad and bench addition. He stated that V&S is waiting for the benches to be delivered.

Mr. Aranzales next reported that V&S is updating the District's Emergency Preparedness Plan for submission to the TCEQ, as the current five-year cycle will conclude in August 2025. He stated that V&S will have it prepared to present at the Board's next meeting.

Mr. Aranzales next stated that the repairs to the Lacombe Lane sink hole are complete. He advised that the one located on Wixford Lane is still in need of repairs.

### OPERATIONS REPORT

Mr. Shelnett presented and reviewed the operations report for March 2025, a copy of which is attached hereto as Exhibit H. He reported that the District accounted for 93% of the water pumped during the month of March and that MOC operated the District's facilities operated in compliance with its respective permits during the month.

Mr. Shelnett next discussed the District's generators and stated that they were load tested this month, as shown in the invoice from MOC.

Mr. Shelnett reported on the status of the meter replacements. He reported that when MOC surveyed for additional meters with black screens, 157 black screens were found. He added that Accurate Meter will replace them at a total cost of \$18,840. Ms. Richardson recommended that the Board use surplus funds to cover the cost of the project. After discussion, Director Atchison made a motion to approve the meter replacements in the amount of \$18,840 using surplus funds. Director Massey seconded the motion, which passed unanimously.

Mr. Shelnutt next stated that MOC received a call regarding dead fish floating in the Inverness Estates secondary pond. He advised that this has happened before due to lack of oxygen in the pond caused by its shallow depth. He reported that MOC notified the TCEQ which said there was no action required on the District's part. After discussion, the Board requested that Mr. Shelnutt research the cost of an aerator for the pond.

After discussion, Director Atchison made a motion to approve the attached report. Director Massey seconded the motion, which passed unanimously.

#### UPDATE FROM TOUCHSTONE DISTRICT SERVICES

The Board next considered an update from Touchstone District Services. Ms. Richardson presented the Monthly Communications Report dated April 21, 2025, and reviewed same with the Board, a copy of which is attached hereto as Exhibit I.

#### ITEMS FOR FUTURE AGENDAS

The Board next considered items for future agendas.

#### ADJOURN

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

  
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Secretary, Board of Directors