

**MINUTES OF REGULAR MEETING
OF
WINDFERN FOREST UTILITY DISTRICT**

May 21, 2019

The Board of Directors of Windfern Forest Utility District of Harris County, Texas, met in regular session, open to the public, at a regular meeting place inside the boundaries of the District, at the Windfern Forest Utility District Administration Building ("DAB"), 14410 Mauna Loa Lane, Houston, Texas, on May 21, 2019, and the roll was called of the duly constituted officers and members of the Board, to wit:

Eddie Mendel	President
Pat Going	Vice President
Shari North	Secretary
Karen Hlavenka	Assistant Vice President
Ann Murphree	Assistant Secretary

All members of the Board of Directors were present, except Director Hlavenka thus constituting a quorum.

Also present were Karin Davis, a member of the public; Jason Van Loo of Harris County Municipal Utility District No. 261; of Masterson Advisor, LLC (the "Financial Advisor"); Demitra Berry of McLennan & Associates, LP (the "Bookkeeper"); Rebecca Olvera of B & A Municipal Tax Service, LLC ("TAC"); Nathan White and Deano Wright of TOPS (the "Operator"); Sergeant Curry and Officer Alvarez of the Harris County Constable's Office, Precinct 4; Shawn Sharkey of Jacobs Engineering Group, Inc. ("Jacobs") the District's Engineer ("Engineer") and Clark Lord and Tiffany Ehmke of Bracewell LLP, the District's legal counsel.

Whereupon, the meeting was called to order. A copy of the notice of the meeting is attached hereto as Exhibit "A".

APPEARANCES BEFORE THE BOARD

There were no appearances before the Board.

SECURITY REPORT

Sergeant Curry reported on security matters within the District for the month of April 2019, a copy of which is attached hereto as Exhibit "B".

APPROVE MINUTES

The Board reviewed the minutes of April 16, 2019. Following discussion, upon a motion made by Director Going and seconded by Director North, the Board voted unanimously to approve the minutes of April 16, 2019, as submitted.

BOOKKEEPER'S REPORT, APPROVE PAYMENT OF BILLS AND REVIEW INVESTMENT OF DISTRICT FUNDS

Ms. Berry presented the bookkeeper's report, a copy of which is attached hereto as Exhibit "C", for the period April 16, 2019. She next reviewed the checks presented for payment, the District's investments and a comparison of actual versus budgeted revenues and expenses for the period ending April 30, 2019. Ms. Berry then presented the monthly investment report for the period ending April 30, 2019.

Following discussion on the bookkeeper's report, upon a motion made by Director North and seconded by Director Murphree, the Board voted unanimously to approve the bookkeeper's report, payment of the bills, the investment report and investment of the District's funds.

TAX ASSESSOR/COLLECTOR'S REPORT AND APPROVE PAYMENT OF BILLS

Ms. Olvera presented the tax assessor/collector's report for the month of April 2019, a copy of which is attached hereto as Exhibit "D". She reviewed the report, stating that as of April 30, 2019, the District's 2018 taxes are 97.29% collected. Ms. Olvera also presented the checks for payment.

Following discussion on the tax assessor/collector's report, upon a motion made by Director Going and seconded by Director North, the Board voted unanimously to approve the tax assessor/collector's report and payment of the tax bills.

DELINQUENT TAX ATTORNEY'S REPORT

The Board then reviewed the delinquent tax attorney report for the month, but took no action on the matter

OPERATOR'S REPORT

Mr. White presented the operator's report for April 2019, a copy of which is attached hereto as Exhibit "E". He then reviewed a joint water production and accountability report with the Board and reported that water accountability for the prior month was 92.9%. Mr. White reported on maintenance and repairs conducted during the month.

Mr. White then outlined the District's Consumer Confidence Report ("CCR") and requested the Board's approval, a copy of which is attached hereto as Exhibit "F".

Upon a motion made by Director Going and seconded by Director North, the Board voted unanimously to approve the operator's report and CCR.

CONDUCT HEARING ON TERMINATION OF WATER SERVICE TO DELINQUENT WATER AND SEWER ACCOUNTS AND AUTHORIZE APPROPRIATE ACTION

The Board next considered termination of utility service to customers with delinquent accounts. Mr. Wright reported that the residents appearing on the termination list were given

proper notice and the opportunity to be heard in order to explain, contest or correct the utility service bill and show reason why utility service should not be terminated for reason of nonpayment, all as required by the District's Rate Order and stated there were no appeals from residents.

Following discussion, a motion was made by Director Going to terminate utility service to customers with delinquent accounts. Director North seconded the motion, which carried by unanimous vote.

ENGINEER'S REPORT

The Board next reviewed the engineer's report, a copy of which is attached hereto as Exhibit "G", including the following:

Mr. Sharkey then reviewed his water production cost calculations to the Board. Director Mendel stated that Harris County Municipal Utility District No. 261 should pay a pro rata share to the City of Houston (the "City") for water. The matter was deferred.

Upon a motion brought by Director Going moved that the Board accept the engineer's report, Director North seconded the motion and carried by unanimous vote.

AUTHORIZE ENGINEER TO PREPARE BOND APPLICATION

Mr. Sharkey presented and outlined Summary of Costs options contingent on the projects the District wishes to pursue, a copy of which is attached hereto as Exhibit "H".

No action was taken.

BUILDING OFFICE MANAGER'S REPORT

Director Mendel reported that the recreation building manager inquired if a police officer must be present during event in which alcohol is consumed. The Board requested Ms. Ehmke to contact the District's insurance company regarding this matter.

REPORT ON MATTERS DISCUSSED AT THE MEETING OF THE WHITE OAK BAYOU JOINT POWERS BOARD

Director Mendel reported on matters discussed at the April meeting of the White Oak Bayou Joint Powers Board.

ATTORNEY'S REPORT

Water Supply and Construction Contract between Harris County Municipal Utility District No. 261

This matter was deferred.

Renewal of District Insurance

Mr. Lord presented and reviewed a summary of the District's insurance renewal proposal, a copy of which is attached hereto as Exhibit "I". After review, upon a motion brought by Director Going, seconded by Director Murphree, the Board unanimously voted to approve the District's insurance renewal.

WASTE COLLECTION CONTRACT PROPOSAL

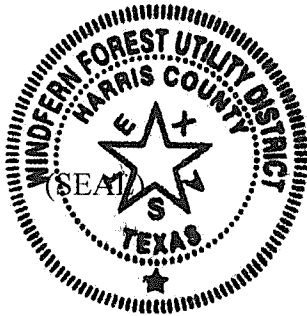
This matter was deferred.

CONVENE IN EXECUTIVE SESSION PURSUANT TO SECTION 551.074, CHAPTER 551, TEXAS GOVERNMENT CODE

The Board did not meet in executive session.

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



Shari B. North
Secretary, Board of Directors