

**MINUTES FOR
SPECIAL MEETING
OF THE
BOARD OF DIRECTORS MEETING**

February 7, 2019

THE STATE OF TEXAS
COUNTY OF HARRIS
OAKMONT PUBLIC UTILITY DISTRICT

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The Board of Directors (the "Board") of Oakmont Public Utility District (the "District") met in special session, open to the public, at Auburn Lakes Recreation Center, the District's designated meeting place inside the boundaries of the District, on Thursday, February 7, 2019 at 6:00 p.m.; whereupon, the roll was called of the members of the Board, to-wit:

Ty Warren	-	President
Shaun Hebert	-	Vice President
Kerry Simmons	-	Secretary
Jennifer Smith	-	Assistant Secretary
David Doiron	-	Assistant Secretary

All members of the Board were present, thus constituting a quorum.

Additionally, in attendance were: Tina DeAses, The Risher Companies, the District's Recreation Manager ("Risher"); Debra Loggins of L&S District Services, the District's Bookkeeper; and Mallory Craig, attorney, of Coats Rose, P.C., the District's legal counsel.

WHEREUPON, the meeting was called to order in accordance with the posted meeting notice, which is attached hereto as Exhibit "A".

CONDUCT BUDGET WORKSHOP

The Board received and discussed a draft amended budget. A copy of the draft budget is attached hereto as Exhibit "B."

AMEND BUDGET

After discussion and consideration, upon a motion by Director Hebert, seconded by Director Warren, the Board voted unanimously to amend the budget and adopt the budget as discussed.

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

PASSED, APPROVED and ADOPTED this March 14, 2019.

(DISTRICT SEAL)



Kerry Sumner
Secretary, Board of Directors

**OAKMONT PUBLIC UTILITY DISTRICT
NOTICE OF MEETING**

Notice is hereby given pursuant to V.T.C.A., Government Code, Chapter 551, that the Board of Directors of Oakmont Public Utility District will meet in **special** session, open to the public, at 6:00 **p.m.**, on **Thursday, February 7, 2019**, at the **Auburn Lakes Recreation Center**, a meeting location inside the District, at which meeting the following items will be considered:

- a. Conduct Budget Workshop; and
- b. Amend Budget as discussed during Workshop.

Pursuant to V.T.C.A. Government Code, Chapter 551, the Board of Directors may convene in closed session in relation to any agenda item included in this Notice, such closed session will be held at the date, hour and place given in this Notice concerning any all subjects for any and all purposes permitted by V.T.C.A. Government Code, Chapter 551, including but not limited to pending or contemplated litigation, security matters and devices, personnel matters, real estate transactions or a private consultation with the attorney for the District on any or all subjects or matters authorized by law.

EXECUTED this 1st day of February, 2019.

(DISTRICT SEAL)



OAKMONT PUBLIC UTILITY DISTRICT

By: Mallory J. Craig
Mallory J. Craig
Coats Rose, P.C.
Attorneys for the District





State of Texas
County of Harris
County Auditor's Form 153
Harris County, TX (rev. 07/11)

Diane Trautman, County Clerk
Personal Records (713) 274-8686
201 Caroline, STE 330, Houston, TX 77002
Fee Officer's Official Receipt

Receipt # : PR19002612
Receipt Date : 02/01/2019 10:01:39 AM
Fees Assessed By : CCO\MNieves
Cashier : Diaz, Susan (CCO)

OAKMONT PUBLIC UTILITY DISTRICT

Fee Description	Amount	Notes
County Clerk	\$9.00	NOTICE OF PUBLIC MEETING - 1343838 OAKMONT PUBLIC UTILITY DISTRICT::TO THE PUBLIC
Total :	\$9.00	\$9.00

Tender Type	Tender SubType	Check # / CC Auth #	Tender Amount
LEGALEASE		5006799239800250	\$9.00
		Total Paid:	\$9.00

THANK YOU

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WON

**OAKMONT PUBLIC UTILITY DISTRICT
NOTICE OF MEETING**

1343844
02/01/2019 PERSONAL
\$9.00 MPR - NOTICE MTG

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EXECUTED this 1st day of February, 2019.

(DISTRICT SEAL)

OAKMONT PUBLIC UTILITY DISTRICT

By: Mallory J. Craig

Mallory J. Craig
Coats Rose, P.C.
Attorneys for the District



Debra J. ...
COUNTY CLERK
HARRIS COUNTY, TEXAS

2019 JAN 32 AM 10:07

FILED

DO NOT DETACH

CERTIFICATE OF POSTING OF NOTICE OF MEETING

THE STATE OF TEXAS §

COUNTY OF HARRIS §

OAKMONT PUBLIC UTILITY DISTRICT §

I, Christina N DeAsis, the undersigned, hereby state that I posted a copy of the attached Notice of Meeting of the Board of Directors of Oakmont Public Utility District at 25005 Northcrest Drive, Spring, Texas, the location inside the boundaries of the District designated for the posting of agendas, on the 1st day of February, 2019 at 4³⁰ p.m., which time was not less than 72 hours prior to the scheduled time of the special meeting.

Christina N DeAsis
(Name)

4811-0138-0114, v. 1

4811-0138-0114.1/2641.0

002641.000000\4811-0138-0114.v1

**OAKMONT PUBLIC UTILITY DISTRICT
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EXECUTED this 1st day of February, 2019.

(DISTRICT SEAL)



OAKMONT PUBLIC UTILITY DISTRICT


By: Mallory J. Craig

Mallory J. Craig
Coats Rose, P.C.
Attorneys for the District

CERTIFICATE OF POSTING OF NOTICE OF MEETING

THE STATE OF TEXAS §
COUNTY OF HARRIS §
OAKMONT PUBLIC UTILITY DISTRICT §

I, Janice Woodburn, the undersigned, hereby state that I posted the attached Notice of Meeting of the Board of Directors of Oakmont Public Utility District at the administrative office of the District, 9 Greenway Plaza, Suite 1000, Houston, Texas, on Friday, February 01, 2019, at 9:45 a.m., which time was not less than 72 hours prior to the scheduled time of the meeting.


(Name)

**OAKMONT PUBLIC UTILITY DISTRICT
NOTICE OF MEETING**

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EXECUTED this 1st day of February, 2019.

(DISTRICT SEAL)

OAKMONT PUBLIC UTILITY DISTRICT

By: Mallory J. Craig

Mallory J. Craig
Coats Rose, P.C.

Attorneys for the District



Oakmont PUD		Approved	2/7/2019
	Actuals	Budget	Proposed
	at 2/7/19	FYE 9/30/19	Amended Budget
Revenues			
Water Revenue	71,702.02	290,000.00	
Tap Connection Fees	0.00	0.00	
NHCRWA Fees	131,917.28	750,000.00	
Sewer Revenue	160,300.00	464,000.00	467,300
Sewer Inspection Revenue	0.00	0.00	
Sewer Lease Revenue	0.00	0.00	
Maintenance Tax	831,228.47	896,300.00	
Penalty and Interest	5,394.43	18,900.00	
Disconnection/Reconnection Fees	390.00	1,800.00	
Transfer/Connection Fees	877.50	3,000.00	
Pre/Post Inspections	0.00	0.00	
Customer Service Inspections	0.00	0.00	
Miscellaneous Income	0.00	100.00	
Storage space lease	400.00	1,200.00	
Interest Income	34,184.06	12,000.00	
General Revenue	1,236,393.76	2,437,300.00	
Recreational Fees	842.00	4,000.00	
Rent of Facilities	3,180.38	10,000.00	
Pool Passes	648.00	5,000.00	
Maintenance Tax - Park	362,502.73	426,800.00	
Rec / Park Revenue	367,173.11	445,800.00	
Total Revenue	1,603,566.87	2,883,100.00	
Water Expenses			
Laboratory Fees	2,217.25	3,500.00	
Permit Fees	2,793.00	2,800.00	
NHCRWA Expense	115,719.00	750,000.00	
Maintenance and Repair	17,132.92	109,800.00	
Chemicals	2,208.95	9,000.00	
Telephone Expense	0.00	600.00	
Utilities	13,464.76	57,000.00	
Sewer Expenses			
Purchased Sewer Service	45,682.55	200,000.00	
Maintenance and Repair	0.00	16,300.00	
Sanitary Sewer System - Manhole survey	0.00	20,000.00	
Sewer Inspection Expense	0.00	5,500.00	
Other Operating Expenses			
Directors Fees	10,200.00	22,500.00	→ 730,000
Payroll Tax Expense	780.32	1,700.00	→ 2,1400
Legal Fees	14,270.24	65,000.00	
Audit Fees	10,450.00	11,000.00	
Engineering Fees	13,189.00	60,000.00	
Engineering Fees - GIS Web Hosting & Maintenance	1,800.00	7,200.00	
Election Expense	0.00	15,000.00	
TCEQ Assessment Fees	3,630.79	3,800.00	
Operator Expense	23,228.18	72,000.00	
Bookkeeping Fees	5,134.70	15,600.00	
Drainage Facilities Maintenance - Champions	13,816.13	98,563.00	
Lake Management - Lake Pro	5,964.45	9,000.00	
M102 Ditch Maintenance - Northampton MUD	0.00	6,000.00	
Landscape - Monthly Contract - Silversands	0.00	0.00	22,200
Utilities	1,278.03	4,200.00	
Insurance	0.00	16,200.00	

+ Fee INCREASE



Landscape-repairs-maintenance - New line → 25,000

Travel Expense	1,053.05	4,500.00	→ 8,000
Registration/Membership Fees	1,130.00	2,900.00	→ 3,000
Other Expenses	145.50	1,000.00	
Website Expenses	1,890.00	5,500.00	→ 7,000
Builder Inspection Expense	0.00	0.00	
Customer Service Inspection	0.00	250.00	
Customer Service Agreements	260.00	600.00	
Termination/Reconnection Expense	2,180.81	10,000.00	
Garbage Expense	91,788.56	219,000.00	222,300
Total Expenses	401,408.19	1,825,113.00	
Recreational Expenses			
Management Expenses	54,985.00	134,000.00	
Management Expenses - Pool	1,200.00	63,000.00	
Pool - Lifeguards	0.00	1,000.00	
Engineering Fees - Rec	9,849.25	15,000.00	
Landscape - Architect	14,386.77	20,450.00	
Rec Landscape - Monthly Contract - Silversands	21,391.26	44,000.00	25,100
Repairs & Maintenance - Rec Facilities	1,078.00	50,000.00	→ 40,000
Repairs & Maintenance - Pool	3,492.10	65,000.00	→ 35,000
Repairs & Maintenance - Rec Cleaning Services - Vanguard	1,955.00	4,800.00	
Repairs & Maintenance - Landscaping	8,340.89	20,450.00	
Supplies - Rec	6,224.42	15,000.00	
Telephone/Internet Expense	1,913.35	4,000.00	→ 3,500
Utilities	4,276.80	14,700.00	
Insurance - Rec Facilities	0.00	9,300.00	
Other Expense - Rec	0.00	500.00	
Total Recreational Expenses	129,092.84	461,200.00	
Capital Expenses			
Recreational Improvements (1) Trail	0.00	5,000.00	→ 120,000
Water Plant Recoating & Improvements	0.00	80,000.00	
M-102 Channel repairs	0.00	15,000.00	→ 31,000
	0.00	100,000.00	
Net Gain or Loss	1,073,065.84	496,787.00	
(1) Maintenance tax rate of \$.21 m&o and .10 park on preliminary value of \$435,504,013 @ 98%			

Oakmont PUD General Operating Fund
Profit & Loss Budget Performance
 October 2018 through September 2019

	Oct '18 - Sep 19	Budget	Oct '18 - Sep 19	YTD Budget	Annual Budget
Ordinary Income/Expense					
Income					
Water Revenue					
4100 · Customer Service Fees - Water	71,702.02	290,000.00	71,702.02	290,000.00	290,000.00
4150 · NHCRA Collections	131,917.28	750,000.00	131,917.28	750,000.00	750,000.00
Total Water Revenue	203,619.30	1,040,000.00	203,619.30	1,040,000.00	1,040,000.00
Sewer Revenue					
4200 · Customer Service Fees - Sewer	160,300.00	464,000.00	160,300.00	464,000.00	464,000.00
Total Sewer Revenue	160,300.00	464,000.00	160,300.00	464,000.00	464,000.00
Other Revenues					
4320 · Maintenance Taxes	831,228.47	896,300.00	831,228.47	896,300.00	896,300.00
4330 · Penalties and Interest	5,394.43	18,900.00	5,394.43	18,900.00	18,900.00
4380 · Termination/Reconnection/NSF Fe	390.00	1,800.00	390.00	1,800.00	1,800.00
4400 · Transfer/Connection Fees	877.50	3,000.00	877.50	3,000.00	3,000.00
5380 · Miscellaneous Income	0.00	100.00	0.00	100.00	100.00
5385 · Storage space lease	400.00	1,200.00	400.00	1,200.00	1,200.00
5391 · Interest Income	34,184.06	12,000.00	34,184.06	12,000.00	12,000.00
5505 · Recreational Fees	842.00	4,000.00	842.00	4,000.00	4,000.00
5510 · Rent of Facilities	3,180.38	10,000.00	3,180.38	10,000.00	10,000.00
5515 · Pool Passes	648.00	5,000.00	648.00	5,000.00	5,000.00
5520 · Maintenance Tax - Recreational	362,502.73	426,800.00	362,502.73	426,800.00	426,800.00
Total Other Revenues	1,239,647.57	1,379,100.00	1,239,647.57	1,379,100.00	1,379,100.00
Total Income	1,603,566.87	2,883,100.00	1,603,566.87	2,883,100.00	2,883,100.00
Expense					
Water Expenses					
6124 · Laboratory Expense	2,217.25	3,500.00	2,217.25	3,500.00	3,500.00
6126 · Permit Fees	2,793.00	2,800.00	2,793.00	2,800.00	2,800.00
6127 · NHCRA Pumpage Fee	115,719.00	750,000.00	115,719.00	750,000.00	750,000.00
6135 · Repairs & Maintenance	17,132.92	109,800.00	17,132.92	109,800.00	109,800.00
6142 · Chemicals	2,208.95	9,000.00	2,208.95	9,000.00	9,000.00
6151 · Telephone	0.00	600.00	0.00	600.00	600.00
6152 · Utilities	13,464.76	57,000.00	13,464.76	57,000.00	57,000.00
Total Water Expenses	153,535.88	932,700.00	153,535.88	932,700.00	932,700.00
Sewer Expenses					
6201 · Purchased Sewer Service	45,682.55	200,000.00	45,682.55	200,000.00	200,000.00
6235 · Repair and Maintenance	0.00	16,300.00	0.00	16,300.00	16,300.00
6235.01 · Sewer System - Manhole survey	0.00	20,000.00	0.00	20,000.00	20,000.00
6275 · Sewer Inspection Expense	0.00	5,500.00	0.00	5,500.00	5,500.00
Total Sewer Expenses	45,682.55	241,800.00	45,682.55	241,800.00	241,800.00

Oakmont PUD General Operating Fund
Profit & Loss Budget Performance
 October 2018 through September 2019

	Oct '18 - Sep 19	Budget	Oct '18 - Sep 19	YTD Budget	Annual Budget
Other Expenses					
6310 · Director Fees	10,200.00	22,500.00	10,200.00	22,500.00	22,500.00
6314 · Payroll Taxes	780.32	1,700.00	780.32	1,700.00	1,700.00
6320 · Legal Fees	14,270.24	65,000.00	14,270.24	65,000.00	65,000.00
6321 · Auditing Fees	10,450.00	11,000.00	10,450.00	11,000.00	11,000.00
6322 · Engineering Fees	13,189.00	60,000.00	13,189.00	60,000.00	60,000.00
6322.10 · Eng. Fees-GIS	1,800.00	7,200.00	1,800.00	7,200.00	7,200.00
6325 · Election Expense	0.00	15,000.00	0.00	15,000.00	15,000.00
6326 · TCEQ Assessment Fees	3,630.79	3,800.00	3,630.79	3,800.00	3,800.00
6332 · Operator Expense	23,228.18	72,000.00	23,228.18	72,000.00	72,000.00
6333 · Bookkeeping Fees	5,134.70	15,600.00	5,134.70	15,600.00	15,600.00
6335 · Drainage Maint. Champions	13,816.13	98,563.00	13,816.13	98,563.00	98,563.00
6336 · Lake Management - Lake Pro	5,964.45	9,000.00	5,964.45	9,000.00	9,000.00
6337 · M102 Ditch Maintenance	0.00	6,000.00	0.00	6,000.00	6,000.00
6352 · Utilities	1,278.03	4,200.00	1,278.03	4,200.00	4,200.00
6353 · Insurance	0.00	16,200.00	0.00	16,200.00	16,200.00
6354 · Travel Expense	1,053.05	4,500.00	1,053.05	4,500.00	4,500.00
6356 · Registration/Membership Fees	1,130.00	2,000.00	1,130.00	2,000.00	2,000.00
6359 · Other Expenses	145.50	1,000.00	145.50	1,000.00	1,000.00
6360 · Website Expense	1,890.00	5,500.00	1,890.00	5,500.00	5,500.00
6375 · CSI Inspections	0.00	250.00	0.00	250.00	250.00
6379 · Customer Service Agreement	260.00	600.00	260.00	600.00	600.00
6380 · Termination/Reconnection/NSF Ex	2,180.81	10,000.00	2,180.81	10,000.00	10,000.00
6399 · Garbage Expense	91,788.56	219,000.00	91,788.56	219,000.00	219,000.00
Total Other Expenses	202,189.76	650,613.00	202,189.76	650,613.00	650,613.00
Recreational Facilities					
6411 · Rec Facilities Management Fee	54,985.00	134,000.00	54,985.00	134,000.00	134,000.00
6412 · Pool Management Fee	1,200.00	63,000.00	1,200.00	63,000.00	63,000.00
6413 · Pool - Lifeguards	0.00	1,000.00	0.00	1,000.00	1,000.00
6422 · Engineering Fees	9,849.25	15,000.00	9,849.25	15,000.00	15,000.00
6424 · Landscape Architech Fees	14,386.77	20,450.00	14,386.77	20,450.00	20,450.00
6425 · Landscape Contract Silversands	21,391.26	44,000.00	21,391.26	44,000.00	44,000.00
6435 · Repairs & Maintenance - Rec	1,078.00	50,000.00	1,078.00	50,000.00	50,000.00
6435.01 · Maintenance and Repairs - Pool	3,492.10	65,000.00	3,492.10	65,000.00	65,000.00
6435.02 · M & R - Rec Cleaning Services	1,955.00	4,800.00	1,955.00	4,800.00	4,800.00
6436 · Repairs & Maint. Landscaping	8,340.89	20,450.00	8,340.89	20,450.00	20,450.00
6440 · Supplies-Rec Center	6,224.42	15,000.00	6,224.42	15,000.00	15,000.00
6451 · Telephone/Internet Expense	1,913.35	4,000.00	1,913.35	4,000.00	4,000.00
6452 · Utilities - Rec Facilities	4,276.80	14,700.00	4,276.80	14,700.00	14,700.00

Oakmont PUD General Operating Fund
Profit & Loss Budget Performance
 October 2018 through September 2019

	<u>Oct '18 - Sep 19</u>	<u>Budget</u>	<u>Oct '18 - Sep 19</u>	<u>YTD Budget</u>	<u>Annual Budget</u>
6453 · Insurance-Rec Facilities	0.00	9,300.00	0.00	9,300.00	9,300.00
6459 · Other Expense	0.00	500.00	0.00	500.00	500.00
Total Recreational Facilities	<u>129,092.84</u>	<u>461,200.00</u>	<u>129,092.84</u>	<u>461,200.00</u>	<u>461,200.00</u>
Total Expense	<u>530,501.03</u>	<u>2,286,313.00</u>	<u>530,501.03</u>	<u>2,286,313.00</u>	<u>2,286,313.00</u>
Net Ordinary Income	<u>1,073,065.84</u>	<u>596,787.00</u>	<u>1,073,065.84</u>	<u>596,787.00</u>	<u>596,787.00</u>
Other Income/Expense					
Other Expense					
Capital Outlay					
7300.01 · Recreation Improvements	0.00	5,000.00	0.00	5,000.00	5,000.00
7300.08 · Water Plant Recoating & Improve	0.00	80,000.00	0.00	80,000.00	80,000.00
7300.09 · M-102 Channel Rep & Improvement	0.00	15,000.00	0.00	15,000.00	15,000.00
Total Capital Outlay	<u>0.00</u>	<u>100,000.00</u>	<u>0.00</u>	<u>100,000.00</u>	<u>100,000.00</u>
Total Other Expense	<u>0.00</u>	<u>100,000.00</u>	<u>0.00</u>	<u>100,000.00</u>	<u>100,000.00</u>
Net Other Income	<u>0.00</u>	<u>-100,000.00</u>	<u>0.00</u>	<u>-100,000.00</u>	<u>-100,000.00</u>
Net Income	<u><u>1,073,065.84</u></u>	<u><u>496,787.00</u></u>	<u><u>1,073,065.84</u></u>	<u><u>496,787.00</u></u>	<u><u>496,787.00</u></u>