

MINUTES
HARRIS COUNTY MUNICIPAL UTILITY DISTRICT NO. 285

January 9, 2023

The Board of Directors (the "Board") of Harris County Municipal Utility District No. 285 (the "District") met in regular session, open to the public, on the 9th day of January, 2022, at the offices of Allen Boone Humphries Robinson LLP, 3200 Southwest Freeway, Suite 2600, Houston, Texas, outside the boundaries of the District, and the roll was called of the members of the Board:

Walter A. Knowles, Jr.	President/Investment Officer
Jerry L. Allen	Vice President
Rosario Garza	Secretary
Trina Francis	Assistant Vice President
Vacant	Assistant Secretary

and all of the above were present, thus constituting a quorum.

Also present at the meeting were: Darce' Ahlschlager of Wheeler & Associates, Inc.; Amy Symmank of Myrtle Cruz, Inc.; Mark Swanson and Gregg Haan of LJA Engineering, Inc. ("LJA"); Arthur K. Marshall of the North Channel Water Authority ("NCWA"); Mike Scott of Champions Hydro-Lawn, Inc. ("Champions"); Calvin Browne of Municipal District Services L.L.C. ("MDS"); and Aaron Carpenter and Cheryl Panozzo of Allen Boone Humphries Robinson LLP.

STATEMENTS AND QUESTIONS FROM THE PUBLIC

Mr. Carpenter reported that the Board received a letter of support from New Forest Homeowners Association, Inc., a copy of which is attached, regarding the appointment of Mr. John Jones to the Board. The Board concurred to defer discussion on this matter to later in the meeting under the agenda item for Director matters.

There being no additional statements or questions received from the public, Director Knowles moved to the next agenda item.

MINUTES

The Board considered approving the minutes of the November 14, 2022 regular meeting. After review and discussion, Director Allen moved to approve the minutes of the November 14, 2022 regular meeting, as submitted. Director Knowles seconded the motion, which passed unanimously.

TRAVEL REIMBURSEMENT GUIDELINES AND DIRECTOR EXPENSES FOR THE ASSOCIATION OF WATER BOARD DIRECTORS ("AWBD") WINTER CONFERENCE

Mr. Carpenter reviewed the District's Travel Reimbursement Guidelines applicable to any Board member's attendance at the AWBD winter conference in Austin. Following review and discussion, the Board concurred to authorize up to three per diems and two hotel nights at the conference rate for Directors attending the AWBD winter conference in Austin to be submitted in accordance with the District's Travel Reimbursement Guidelines.

FINANCIAL AND BOOKKEEPING MATTERS

Ms. Symmank reviewed the bookkeeper's report, budget comparison, schedule of investments, and the District's bills for payment. A copy of the bookkeeper's report is attached. After review and discussion, Director Francis moved to approve the bookkeeper's report, the investment report, and payment of the bills. Director Garza seconded the motion, which passed unanimously.

ANNUAL DISCLOSURE STATEMENTS

The Board considered accepting the annual disclosure statements from the District's bookkeeper and Investment Officers for filing with the Texas Ethics Commission, as required by the Public Funds Investment Act. After review and discussion, Director Garza moved to accept the annual disclosure statements of the bookkeeper and Investment Officers, authorize filing of the statements with the Texas Ethics Commission, and direct that the statements be filed appropriately and retained in the District's official records. Director Francis seconded the motion, which passed unanimously.

DISCUSS DATE FOR BUDGET WORKSHOP

Following discussion, the Board concurred to defer this matter to next month.

TAX ASSESSMENT AND COLLECTION MATTERS

Ms. Ahlschlager reviewed the tax reports for the months of November and December, copies of which are attached. She stated the District's 2021 taxes are 48.16% collected as of December 31, 2022. The Board then reviewed the delinquent tax report prepared by Perdue, Brandon, Fielder, Collins & Mott, LLP, a copy of which is attached. After review and discussion, Director Allen moved to (1) approve the tax report and payment of the tax bills; (2) approve the delinquent tax report; and (3) authorize the delinquent tax attorney to proceed with procedures for terminating water service for delinquent tax accounts. Director Knowles seconded the motion, which passed unanimously.

WEBSITE MATTERS, INCLUDING EMERGENCY ALERT / MESSAGING SERVICES

There was no discussion on this matter.

SECURITY SERVICES REPORT

The Board reviewed the security report from the Harris County Sheriff's Office (the "Sheriff"), a copy of which is attached.

DEVELOPMENT IN THE DISTRICT

There was no discussion on development in the District.

NCWA REPORT

Mr. Marshall reviewed a report on NCWA matters, a copy of which is attached.

DETENTION FACILITIES REPORT

Mr. Scott reviewed the Detention and Drainage Facilities Reports from Champions, copies of which are attached. He reported that the trash screen for the storm water quality feature located at the Liberty Lakes channel is in need of repair.

Mr. Scott presented proposals from Champions, copies of which are attached, for mowing and maintenance of the District's detention and drainage facilities in the total annual amount of \$159,528.00 and for monthly inspection and cleaning and annual permit certification and renewal of the District's storm water quality features in the total annual amount of \$21,000.00.

Following discussion, Director Knowles moved to (1) accept the Detention and Drainage Facilities Reports; (2) authorize Champions to repair the trash screen for the storm water quality feature located at the Liberty Lakes channel in an amount not to exceed \$1,200.00; and (3) approve the proposals from Champions in the annual amounts of \$159,528.00 and \$21,000.00. Director Francis seconded the motion, which passed unanimously.

GARBAGE COLLECTION AND RECYCLING SERVICES MATTERS

Director Garza reviewed a report on garbage collection and recycling services from Best Trash, a copy of which is attached.

ENGINEER'S REPORT

Mr. Swanson reviewed the engineer's report, a copy of which is attached, including the projects specifically addressed as follows:

WATER PLANT NO. 1 DRAINAGE IMPROVEMENTS

Mr. Swanson gave an update on design of the Water Plant No. 1 drainage improvements. He stated that the plat was recorded on October 13, 2022, and LJA will update design plans for the project for resubmittal to Harris County.

DETENTION POND AND STORM WATER PUMP STATION TO SERVE BELTWAY 8/US 90 COMMERCIAL SUBDIVISION TRACT 5

Mr. Swanson gave an update on construction of the detention pond and storm water pump station to serve Beltway 8/US 90 Commercial Subdivision Tract 5. He reported on the one remaining outstanding punch list item and stated that the maintenance responsibilities of the pond will now be transferred to the District. Mr. Swanson recommended approval of Change Order No. 2 to the contract with RT Ellis, Inc. resulting in a decrease of the contract in the amount of \$11,055.46 for the installation of a check valve and to remove unused items. The Board determined that Change Order No. 2 is beneficial to the District.

WATER, SANITARY SEWER, AND DRAINAGE FACILITIES TO SERVE NEW FOREST PARKWAY, SECTION 2

Mr. Swanson gave an update on construction of the water, sanitary sewer, and drainage facilities to serve New Forest Parkway, Section 2. He recommended approval of Pay Estimate No. 2 and Final in the amount of \$113,115.95 to TexaSite, LLC and acceptance of the project.

PAVING OF NEW FOREST PARKWAY, SECTION 2

Mr. Swanson gave an update on construction of the paving to serve New Forest Parkway, Section 2 and noted that the District received Texas Department of Transportation approval on the two right-turn lanes. He recommended approval of Pay Estimate No. 5 in the amount of \$71,541.98 to Precise Services, Inc. ("Precise"). Mr. Swanson then recommended approval of Change Order No. 3 to the contract with Precise resulting in an increase of the contract in the amount of \$5,241.00 to address overruns. The Board determined that Change Order No. 3 is beneficial to the District.

LIFT STATION TO SERVE BELTWAY 8/US 90 COMMERCIAL SUBDIVISION TRACT 5

Mr. Swanson gave an update on construction of the lift station to serve Beltway 8/US 90 Commercial Subdivision Tract 5 and reported that all punch list items have been addressed. He recommended approval of Pay Estimate No. 6 and Final in the amount of \$86,837.90 to 5J Services, LLC and acceptance of the project.

WATER, SANITARY SEWER, AND DRAINAGE FACILITIES TO SERVE BELTWAY 8/US 90 COMMERCIAL SUBDIVISION TRACT 5

Mr. Swanson gave an update on construction of the water, sanitary sewer, and drainage facilities to serve Beltway 8/US 90 Commercial Subdivision Tract 5 and reported that all punch list items have been addressed. He recommended approval of Pay Estimate No. 2 and Final in the amount of \$531,706.30 to TexaSite, LLC and acceptance of the project.

WATER PLANT NO. 1, PHASE 3

Mr. Swanson gave an update on construction of the Water Plant No. 1, Phase 3 project and reported he anticipates that the booster pump and hydro tank will be delivered in May of 2023.

WASTEWATER TREATMENT PLANT DISCHARGE PERMIT RENEWALS

Mr. Swanson reported he anticipates that LJA will submit the applications for renewal of the Wastewater Discharge Permits for Wastewater Treatment Plant Nos. 1 and 2 by the end of this month.

UPDATE ON BOND APPLICATION NO. 14

Mr. Swanson gave an update on preparation of Bond Application No. 14 and stated that a draft of the application has been submitted to District consultants and developers for review.

After review and discussion, and based upon the engineer's recommendation, Director Allen moved to (1) approve the engineer's report; and (2) approve Change Order No. 2 in the amount of \$11,055.46 resulting in a decrease to the contract with RT Ellis, Inc. for construction of the detention pond and storm water pump station to serve Beltway 8/US 90 Commercial Subdivision Tract 5, based upon the Board's finding that the Change Order is beneficial to the District; (3) approve Pay Estimate No. 2 and Final to TexaSite, LLC in the amount of \$113,115.95 for construction of the water, sanitary sewer, and drainage facilities to serve New Forest Parkway, Section 2 and accept the project; (4) approve Pay Estimate No. 5 to Precise in the amount of \$71,541.98 for construction of the paving to serve New Forest Parkway, Section 2; (5) approve Change Order No. 3 in the amount of \$5,241.00 resulting in an increase to the contract with Precise for construction of the of the paving to serve New Forest Parkway, Section 2, based upon the Board's finding that the Change Order is beneficial to the District; (6) approve Pay Estimate No. 6 and Final to 5J Services, LLC in the amount of \$86,837.90 for construction of the lift station to serve Beltway 8/US 90 Commercial Subdivision Tract 5 and accept the project; and (7) approve Pay Estimate No. 2 and

Final to TexaSite, LLC in the amount of \$531,706.30 for construction of the lift station to serve water, sanitary sewer, and drainage facilities to serve Beltway 8/US 90 Commercial Subdivision Tract 5 and accept the project. Director Francis seconded the motion, which passed by unanimous vote.

HARRIS COUNTY FRESH WATER SUPPLY DISTRICT NO. 51 WATER PLANT REHABILITATION AND UPGRADE PROJECT

There was no discussion on this matter.

OPERATIONS REPORT

Mr. Browne reviewed the monthly operations report, a copy of which is attached, and reviewed the maintenance and repair items included in the report. After review and discussion, Director Knowles moved to approve the operations report. Director Allen seconded the motion, which passed unanimously.

HEARING REGARDING TERMINATION OF SERVICE

Mr. Browne reported that due to the Board holding its regular meeting a week early this month, he was unable to prepare a list of delinquent customers to present at today's meeting. Following discussion, the Board deferred this matter to next month.

PUBLIC UTILITY COMMISSION RULES REGARDING EXTREME WEATHER EMERGENCIES, INCLUDING ISSUANCE OF ONE-TIME NOTICE TO CUSTOMERS AND ADOPT AMENDED RATE ORDER

Mr. Carpenter discussed rules adopted by the Public Utility Commission of Texas ("PUC") to implement legislation prohibiting certain retail water or sewer providers from imposing late fees or terminating service for nonpayment of water bills that are due during a period when the previous day's highest temperature and the predicted temperature for the next 24 hours is not higher than 28 degrees Fahrenheit. Mr. Browne reviewed and discussed the one-time notice of the requirements that must be sent to utility customers by January 31, 2023. Mr. Carpenter then presented a proposed Amended Rate Order incorporating the provisions of the PUC rules, including terms for customers to request and receive a payment schedule for payment of bills due during such an extreme weather emergency. After review and discussion, Director Allen moved to authorize the operator to send the one-time notice to District customers and to adopt the Amended Rate Order and direct that it be filed appropriately and retained in the District's official records. Director Francis seconded the motion, which passed unanimously.

SUPPLEMENTAL REPORT ON OPERATION AND MAINTENANCE OF DISTRICT FACILITIES

Mr. Haan reviewed the supplemental report on the District’s wastewater treatment plants and lift stations, a copy of which is attached. He reported that the Lift Station No. 3 fence is in need of repair. Following review and discussion, the Board requested that LJA present a proposal for repair of the Lift Station No. 3 fence next month.

ANNUAL REPORT REGARDING POST-ISSUANCE COMPLIANCE POLICY

Mr. Carpenter reported on the District’s compliance activities during the prior calendar year related to bond financings and stated that no corrective action is required at this time.

DIRECTOR MATTERS

Following discussion, the Board concurred to further discuss the appointment of Mr. John Jones to the Board at next month’s regular meeting.

DISTRICT MEETING SCHEDULE

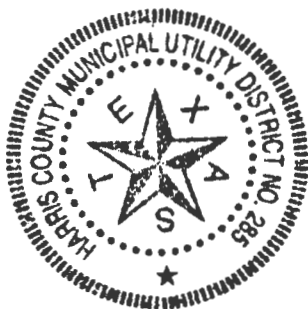
Following discussion, the Board concurred to hold its next regular meeting on Monday, February 20, 2023, at 6:30 p.m. at ABHR’s offices.

SECURITY SERVICES REPORT (CONTINUED)

Mr. Carpenter reported that the District received correspondence from the Sheriff, a copy of which is attached, stating that effective October 1, 2023, the contract patrol rate will increase by 5%, and that the District will be offered an option for the Sheriff to provide deputies to devote 100% of their working time to provide law enforcement services within the District’s boundaries.

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

(SEAL)




Secretary, Board of Directors

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