

MINUTES  
HARRIS COUNTY MUNICIPAL UTILITY DISTRICT NO. 285

January 28, 2019

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 28th day of January, 2019, at 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
Tom Nguyen	Secretary
Trina Francis	Assistant Vice President
Rosario Garza	Assistant Secretary

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

Also present at the meeting were Ryan Fortner of Wheeler & Associates, Inc.; Vanessa Hernandez of Myrtle Cruz, Inc.; William "Bill" Ehler, P.E. and Gregg Haan, P.E. of LJA Engineering, Inc. ("LJA"); Calvin Browne of Municipal District Services L.L.C. ("MDS"); Arthur K. Marshall of the North Channel Water Authority ("NCWA"); Josh Fort of Champions Hydro-Lawn, Inc. ("Champions"); Sergeant Donnie Williams, Senior Deputy Gerald Golden, and Deputy Alex Aguilera of the Harris County Sheriff's Office ("Sheriff"); and Robert A. Seale and Cheryl Panozzo of Allen Boone Humphries Robinson LLP ("AHBR").

MINUTES

The Board considered approving the minutes of the December 17, 2018, regular meeting. After review and discussion, Director Nguyen moved to approve the minutes of the December 17, 2018, regular meeting as submitted. Director Allen seconded the motion, which carried unanimously.

STATEMENTS AND QUESTIONS FROM THE PUBLIC

There were no statements or questions received from the public.

FINANCIAL AND BOOKKEEPING MATTERS

Ms. Hernandez presented and 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 Allen 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 Nguyen 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 Knowles seconded the motion, which passed unanimously.

#### DISCUSS DATE FOR BUDGET AND RATE ORDER WORKSHOP

Following discussion, the Board concurred to hold a budget and Rate Order workshop on Monday, March 11, 2019, at 6:30 p.m. at ABHR.

#### TAX ASSESSMENT AND COLLECTION MATTERS

Mr. Fortner reviewed the monthly tax report, a copy of which is attached. He stated the District's 2018 taxes are 54.99% collected as of December 31, 2018. The Board then reviewed the delinquent tax report prepared by Perdue, Brandon, Fielder, Collins & Mott, LLP, a copy of which is attached.

Mr. Fortner presented a report on the District's sales tax revenue accounts, a copy of which is attached. He reviewed new and changed sales and use tax permits issued since the last report for businesses located within the District's SPA boundaries.

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) approve the sales tax revenue report. Director Nguyen seconded the motion, which passed by unanimous vote.

#### WEBSITE MATTERS

There was no discussion on website matters.

#### SECURITY SERVICES REPORT

Sergeant Williams introduced Senior Deputy Golden and Deputy Aguilera to the Board. The Board reviewed the security report from the Harris County Sheriff's Office,

a copy of which is attached. Senior Deputy Golden reported on patrols and activity in the District. Sergeant Williams discussed Sheriff homeless and wellness outreach initiatives.

Mr. Seale reviewed a proposed Interlocal Agreement for Law Enforcement Services with Harris County for the services of four Harris County Sheriff deputies (the "Agreement") to begin on March 1, 2019, and end on February 29, 2020. Following review and discussion, Director Garza moved to approve the Agreement and direct that the Agreement be filed appropriately and retained in the District's official records. Director Francis seconded the motion, which passed by unanimous vote.

#### DEVELOPMENT IN THE DISTRICT

There was no report on development in the District.

#### NORTH CHANNEL WATER AUTHORITY ("NCWA") REPORT

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

#### DETENTION FACILITIES REPORT

Mr. Fort reviewed the Detention and Drainage Facilities Report from Champions, a copy of which is attached.

Mr. Fort presented a proposal from Champions in the amount of \$18,010 to repair rutting at the New Forest Channel off of Uvalde possibly caused by a dry utility contractor (the "Contractor"). Mr. Fort then presented a proposal from Champions in the amount of \$15,500 to desilt 1,980 linear feet of the New Forest Channel. Copies of the proposals are included in the Detention and Drainage Facilities Report. Discussion ensued regarding installing bollards at the New Forest Channel entrance. Following review and discussion, Director Allen moved to (1) authorize Champions to install bollards at the New Forest Channel entrance at a cost not to exceed \$25,000; (2) approve the proposal from Champions in the amount of \$18,010; and (3) approve the proposal from Champions in the amount of \$15,500. The Board directed Champions to complete the installation of bollards at the New Forest Channel entrance before they begin restoring the ground or the desilt of the New Forest Channel. The Board requested that LJA contact the Contractor regarding the possibility of reimbursing the District for the cost to restore the ground.

#### GARBAGE COLLECTION AND RECYCLING SERVICES MATTERS

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

## ENGINEER'S REPORT

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

### WATER PLANT EXPANSION, INCLUDING STORM WATER PUMP STATION AND FORCE MAIN

Mr. Ehler gave an update on the plans and specifications for the water plant expansion and for the storm water pump station and force main at the water plant site. He stated he anticipates approval from the Texas Commission on Environmental Quality ("TCEQ") on the variance request to allow the construction of a fifth hydro-pneumatic tank will be received before March 2019. Mr. Ehler gave an update on the appraisal of the properties required for the easements associated with the water plant expansion project. He stated Property Acquisition Services, LLC suggested that the District complete an appraisal of the properties for the required easements, and he presented a proposal from Deal Sikes to conduct the appraisals at a cost not to exceed \$12,500.00.

### WASTEWATER TREATMENT PLANT ("WWTP") NO. 2 EXPANSION, INCLUDING TRIFURCATION

Mr. Ehler updated the Board on construction of the WWTP No. 2 expansion and stated LJA anticipates that a final inspection will be completed on the project by mid-February 2019. He recommended approval of Pay Estimate No. 22 to N&S Construction Co., LP ("N&S") in the amount of \$109,081.85.

### WATER, SANITARY SEWER, AND FORCE MAIN FACILITIES TO SERVE NEW FOREST TOWN CENTER

Mr. Ehler updated the Board on construction of the water, sanitary sewer, and force main facilities to serve New Forest Town Center. He stated the City of Houston issued the recorded easements for the project and he anticipates the contractor will remobilize within the next three weeks.

### NEW FOREST TOWN CENTER LIFT STATION (LIFT STATION NO. 6)

Mr. Ehler updated the Board on construction of the New Forest Town Center lift station. He recommended approval of Pay Estimate No. 5 to Reddico Construction Co. ("Reddico") in the amount of \$67,570.38.

DEEDS, EASEMENTS, PLATS, SURVEYS, AS-BUILT CERTIFICATIONS, APPRAISALS, AND CONSENTS TO ENCROACHMENT

Mr. Ehler gave an update on the Easement Grant to ExxonMobil Pipeline Company ("Exxon") and reviewed a Calculation Worksheet prepared by Exxon, a copy of which is attached.

Mr. Seale reported on the proposed conveyance of the New Forest Town Center Lift Station site from Uvalde Realty Partners to the District. He reviewed a proposal from Berg Oliver Associates, Inc. ("Berg Oliver") for a Phase I Environmental Site Assessment for the New Forest Town Center Lift Station site in the amount of \$2,600.

UTILITY COMMITMENT REQUESTS

Mr. Ehler discussed with the Board the status of the Hampton Inn & Suites, the Executive Inn and Suites, the Panda Express, Freddy's and Mod Pizza restaurants, the 375-unit multi-family development, and a proposed jewelry store. He stated LJA issued letters of no objection for the Hampton Inn & Suites and the Freddy's and Mod Pizza restaurant projects on December 14, 2018.

PROPOSALS FOR ENGINEERING SERVICES

Mr. Ehler reported that during a recent inspection of WWTP No. 2, LJA identified deterioration of the interior liner for the onsite lift station. He stated LJA will present a proposal to provide the necessary engineering services for rehabilitation of the WWTP No. 2 onsite lift station next month.

AUTHORIZE PREPARATION OF BOND APPLICATION NO. 13

Mr. Ehler presented a proposal from LJA, a copy of which is attached to the engineer's report, in the amount of \$50,000 for engineering services related to the preparation of bond application no. 13.

After review and discussion, based on the engineer's recommendation, Director Allen moved to (1) approve the engineer's report; (2) approve the proposal from Deal Sikes at a cost not to exceed \$12,500.00 and direct that the proposal be filed appropriately and retained in the District's official records; (3) approve Pay Estimate No. 22 to N&S in the amount of \$109,081.85 for the WWTP No. 2 expansion; (3) approve Pay Estimate No. 5 to Reddico in the amount of \$67,570.38 for the New Forest Town Center lift station; (4) authorize execution of the Exxon Calculation Worksheet; (5) approve the proposal from Berg Oliver in the amount of \$2,600; and (6) approve the proposal from LJA in the amount of \$50,000 and authorize preparation of bond

application no. 13. Director Garza seconded the motion, which passed by unanimous vote.

### OPERATIONS REPORT

Mr. Browne distributed and reviewed the monthly operations report, a copy of which is attached, and reviewed the maintenance and repair items included in the report.

Mr. Browne reviewed a proposal from Rockin' D Fencing, a copy of which is included in the operations report, in the amount of \$3,500 to install a sliding gate at WWTP No. 2.

Discussion ensued regarding the smart meter pilot program. Mr. Browne requested that the Board and other users of smart meters in the District submit comments on the program to him before the next meeting.

After review and discussion, Director Nguyen moved to (1) approve the operations report; and (2) approve the proposal from Rockin' D Fencing in the amount of \$3,500. Director Garza seconded the motion, which passed by unanimous vote.

### HEARING REGARDING TERMINATION OF SERVICE

Mr. Browne presented a list of delinquent customers and reported the customers on the termination list were delinquent in payment of their water and sewer bills and were given written notification, in accordance with the District's Rate Order, prior to the meeting of the opportunity to appear before the Board of Directors to explain, contest, or correct their bills and to show why utility services should not be terminated for reason of non-payment. Following review and discussion, Director Nguyen moved to authorize termination of delinquent accounts in accordance with the District's Rate Order and direct that the delinquent customer list be filed appropriately and retained in the District's official records. The motion was seconded by Director Garza and passed by unanimous vote.

### 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.

ANNUAL REPORT REGARDING POST-ISSUANCE COMPLIANCE POLICY

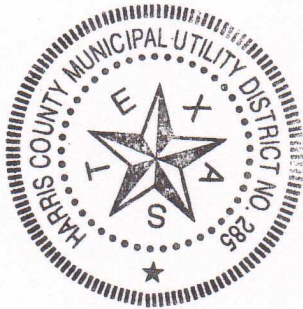
Mr. Seale reported on the District's compliance activities during the prior calendar year related to bond financings, and stated that no corrective action is required at this time.

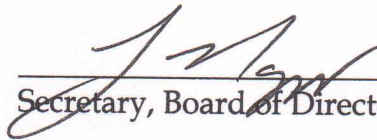
DISTRICT MEETING SCHEDULE

The Board concurred to hold its next regular meeting on Monday, February 18, 2019, at 6:30 p.m. at ABHR.

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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