

MINUTES
HARRIS COUNTY MUNICIPAL UTILITY DISTRICT NO. 285

February 21, 2022

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 21st day of February, 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 Gary Ferguson and Cody Musser of BPI Realty Services, Inc.; Darce' Ahlschlager and Derek Michael of Wheeler & Associates, Inc. ("Wheeler"); Amy Symmank and Jackeline Noyola of Myrtle Cruz, Inc.; Mike Scott of Champions Hydro-Lawn, Inc. ("Champions"); Calvin Browne of Municipal District Services L.L.C. ("MDS"); and Robert A. Seale, Aaron Carpenter, and Cheryl Panozzo of Allen Boone Humphries Robinson LLP.

Due to the COVID-19 virus epidemic emergency and the high threat level warnings issued by various governments and agencies, the District established a telephone option for members of the public to listen to the meeting and to address the Board.

On the telephone were Mark Swanson of LJA Engineering, Inc. ("LJA") and Arthur K. Marshall of the North Channel Water Authority ("NCWA").

STATEMENTS AND QUESTIONS FROM THE PUBLIC

There were no statements or questions received from the public.

MINUTES

The Board considered approving the minutes of the January 10, 2022 regular meeting. After review and discussion, Director Garza moved to approve the minutes of the January 10, 2022 regular meeting, as submitted. Director Francis seconded the motion, which passed unanimously.

ASSOCIATION OF WATER BOARD DIRECTORS ("AWBD") WINTER CONFERENCE, REIMBURSEMENT OF ELIGIBLE EXPENSES, AND ATTENDANCE AT SUMMER CONFERENCE

The Board discussed the recent AWBD winter conference. The Board then discussed the summer AWBD conference in Fort Worth, Texas, scheduled for June 23, 2022 through June 25, 2022. After discussion, Director Knowles moved to (1) approve reimbursement of eligible submitted winter conference Director expenses, which the bookkeeper confirmed were submitted in accordance with the District's Travel Reimbursement Guidelines; and (2) authorize up to four per diems and three nights of hotel accommodations for Directors attending the summer AWBD conference. The motion was seconded by Director Francis and carried by unanimous vote.

AMERICAN WATER WORKS ASSOCIATION CONFERENCE

The Board discussed attending the upcoming American Water Works Association ("AWWA") conference in San Antonio, Texas. After discussion, Director Knowles moved to authorize up to six per diems and five nights of hotel accommodations for Directors attending the AWWA conference, all to be submitted in accordance with the District's Travel Reimbursement Guidelines. Director Francis seconded the motion, which passed unanimously.

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 Allen moved to approve the bookkeeper's report, the investment report, and payment of the bills. Director Francis seconded the motion, which passed unanimously.

BUDGET FOR FISCAL YEAR END MARCH 31, 2023

Ms. Symmank presented the draft budget for fiscal year end March 31, 2023, a copy of which is attached. The Board concurred to adopt the budget at the March meeting.

TAX ASSESSMENT AND COLLECTION MATTERS

Ms. Ahlschlager reviewed the monthly tax report, a copy of which is attached. She stated the District's 2021 taxes are 91.22% collected as of January 31, 2022.

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

After review and discussion, Director Knowles moved to (1) approve the tax report and payment of the tax bills; and (2) accept the report on the District's sales tax revenue accounts. Director Garza seconded the motion, which passed unanimously.

RESOLUTION CONCERNING EXEMPTIONS FROM TAXATION

The Board considered adopting a Resolution Concerning Exemptions from Taxation. Mr. Seale stated that the District currently offers a \$25,000 exemption for individuals who are disabled or 65 years of age or older and a general residential homestead exemption of 3% (but not less than \$5,000). Following discussion, Director Allen moved to adopt a Resolution Concerning Exemptions from Taxation, reflecting that the Board of Directors grants a \$25,000 homestead exemption for disabled persons or persons 65 years of age or older and a general homestead exemption of 3% (or not less than \$5,000), and direct that the Resolution be filed appropriately and retained in the District's official records. Director Knowles seconded the motion, which passed by unanimous vote.

WEBSITE MATTERS, INCLUDING EMERGENCY ALERT/MESSAGING SERVICES

Director Francis discussed implementation of emergency alert messaging services in the District. She noted that Joe Hallmark, the District's website manager, will post a notice to allow District residents to opt-in to the emergency alert messaging services (the "Opt-In Notice") on the District's website and MDS will include the Opt-In Notice on future water bills.

SECURITY SERVICES REPORT

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

DEVELOPMENT IN THE DISTRICT

Mr. Ferguson gave a report 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 Report from Champions, a copy of which is attached, and discussed removal of graffiti located on and around a Carpenter's Landing outfall pipe. Following discussion, Director Knowles moved to authorize Champions to remove the graffiti from the Carpenter's Landing outfall pipe in

an amount not to exceed \$1,000, subject to Director Knowles's confirmation. 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 EXPANSION, INCLUDING STORM WATER PUMP STATION AND FORCE MAIN

Mr. Swanson gave an update on construction of the water plant expansion project, including the storm water pump station and force main at the water plant site, as well as the acquisition of the remaining necessary easement from Equistar for the project.

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.

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 noted that the first stage of work is complete and that the second stage of work is underway.

PAVING TO SERVE NEW FOREST PARKWAY, SECTION 2

Mr. Swanson gave an update on construction of the paving to serve New Forest Parkway, Section 2. He recommended approval of Pay Estimate No. 1 in the amount of \$453,787.38 and Pay Estimate No. 2 in the amount of \$217,150.65 to Precise Services, Inc. ("Precise").

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. He recommended approval of Pay Estimate No. 1 to 5J Services, LLC in the amount of \$320,462.10.

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, as well as the acquisition of the necessary waterline and force main easements for the project. He recommended approval of Pay Estimate No. 1 to TexasSite, LLC in the amount of \$762,627.70.

EXPANSION TO LIBERTY LAKES LIFT STATION (LIFT STATION NO. 2)

Mr. Swanson gave an update on construction of the expansion to the Liberty Lakes Lift Station (Lift Station No. 2). He recommended approval of Pay Estimate No. 1 to T&C Construction, Ltd., in the amount of \$90,000.00.

UTILITY COMMITMENT REQUESTS

Mr. Swanson discussed with the Board the status of a proposed jewelry store to be located at the southeast corner of Beltway 8 and Auburn Knoll Drive and a proposed multi-family development located on the New Forest Town Center tract.

UPDATE ON BOND APPLICATION NO. 14

Mr. Swanson gave an update on preparation of bond application no. 14.

After review and discussion, and based on the engineer's recommendation, Director Allen moved to (1) approve the engineer's report; (2) approve Pay Estimate No. 1 in the amount of \$453,787.38 and Pay Estimate No. 2 in the amount of \$217,150.65 to Precise for construction of the paving to serve New Forest Parkway, Section 2; (2) approve Pay Estimate No 1 to 5J Services, LLC in the amount of \$320,462.10 for construction of the lift station to serve Beltway 8/US 90 Commercial Subdivision Tract 5; (3) approve Pay Estimate No. 1 to TexasSite, LLC in the amount of \$762,627.70 for construction of the water, sanitary sewer, and drainage facilities to serve Beltway 8/US 90 Commercial Subdivision Tract 5; and (4) approve Pay Estimate No. 1 to T&C Construction, Ltd., in the amount of \$90,000.00 for construction of the expansion to the Liberty Lakes Lift Station. Director Garza 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.

The Board discussed installing electronic water meters ("Smart Meters") in the District. Following discussion, the Board directed ABHR and MDS to coordinate regarding a plan to retrofit the District with Smart Meters offered by Accurate Meter & Supply over the next several years.

Mr. Browne reviewed the annual fire hydrant inspections report and requested the Board authorize fire hydrant repairs at a cost of \$36,081.25, reflector replacement at a cost of \$1,883.78, and water blast and repainting of the fire hydrants at a cost of \$21,530.30.

The Board discussed the District's participation in the AWBD Water Smart Program. Mr. Browne then reviewed a Resolution Approving Submittal of the Water Smart Application for Inclusion in the AWBD Water Smart Partners Program.

Mr. Seale discussed recently enacted legislation prohibiting certain retail water or sewer providers from imposing late fees or terminating service for nonpayment of water bills that become 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. He presented a proposed Amended Rate Order incorporating such provisions.

After review and discussion, Director Allen moved to (1) approve the operations report; (2) authorize fire hydrant repairs at a cost of \$36,081.25, reflector replacement at a cost of \$1,883.78, and water blast and repainting of the fire hydrants at a cost of \$21,530.30; (3) approve the Resolution Approving Submittal of the Water Smart Application for Inclusion in the AWBD Water Smart Partners Program; and (4) 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.

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 Allen moved to (1) 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; and (2) continue to authorize MDS to set up a payment plan with a term not to exceed six months with District customers on an as-needed basis until further notice. The motion was seconded by Director Francis and passed by unanimous vote.

DISTRICT MEETING SCHEDULE

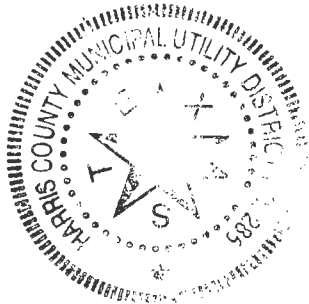
Following discussion, the Board concurred to hold its next regular meeting on Monday, March 21, 2022, at 6:30 p.m. at ABHR's offices.

CONVENE IN EXECUTIVE SESSION PURSUANT TO SECTION 551.072, TEXAS GOVERNMENT CODE, TO DELIBERATE THE PURCHASE, EXCHANGE, LEASE, OR VALUE OF REAL PROPERTY

The Board did not convene in Executive Session.

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

(SEAL)





Secretary, Board of Directors

LIST OF ATTACHMENTS TO MINUTES

	Minutes
	<u>Page</u>
Bookkeeper's report.....	2
Draft budget for fiscal year end March 31, 2023.....	2
Tax report.....	2
Report on the District's sales tax revenue accounts.....	2
Security report.....	3
Report on NCWA matters.....	3
Detention and drainage facilities report.....	3
Garbage collection and recycling services report from Best Trash.....	4
Engineer's report.....	4
Operations report.....	6