

MINUTES
HARRIS COUNTY MUNICIPAL UTILITY DISTRICT NO. 285

May 23, 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 23rd day of May, 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 District resident Walter A. Knowles III; Darce' Ahlschlager of Wheeler & Associates, Inc.; Brittini Silva of Myrtle Cruz, Inc.; Mark Swanson 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 Robert A. Seale, Aaron Carpenter, and Cheryl Panozzo of Allen Boone Humphries Robinson LLP.

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 April 18, 2022 regular meeting. After review and discussion, Director Allen moved to approve the minutes of the April 18, 2022 regular meeting, as submitted. Director Francis seconded the motion, which passed unanimously.

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

Mr. Seale reviewed the District's Travel Reimbursement Guidelines applicable to any Board member's attendance at the AWBD summer conference in Fort Worth. Following review and discussion, Director Allen moved to authorize up to four per diems and three nights of hotel accommodations for Directors attending the AWBD summer

conference in Fort Worth, all to be submitted in accordance with the District's Travel Reimbursement Guidelines. Director Knowles seconded the motion, which passed unanimously.

FINANCIAL AND BOOKKEEPING MATTERS

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

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 98.57% collected as of April 30, 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; and (2) approve the delinquent tax report. Director Garza seconded the motion, which passed unanimously.

WEBSITE MATTERS, INCLUDING EMERGENCY ALERT/MESSAGING SERVICES

Director Francis provided an update on resident registration for the District's emergency alert/messaging service. Mr. Browne confirmed that the notice (the "Notice") to allow District residents to opt-in to the District's emergency alert/messaging services is being included on the water bills. Following discussion, the Board concurred to authorize MDS to also distribute the Notice to District residents through an email blast.

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

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 Report from Champions, a copy of which is attached.

Mr. Scott presented a proposal from Champions, a copy of which is attached, for inspection, cleaning, and permit certification and renewal of the District's storm water quality units in the total annual amount of \$18,600.00.

Following review and discussion, Director Allen moved to approve the proposal from Champions in the annual amount of \$18,600.00. Director Garza 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. He also gave an update on the acquisition of the remaining necessary easement from Equistar Chemicals, LP for the project. Mr. Swanson reported Harris County (the "County") is requiring that the water plant tract be platted and a final plat (the "Plat") for the water plant site has been approved by the City of Houston. Mr. Swanson requested authorization from the Board to submit the Plat for recording in County records.

Mr. Swanson stated plan approval for the storm water pump station and force main at the water plant site cannot be obtained from the County until the easements have been obtained. Discussion ensued regarding advertising for bids for the water plant expansion project and the storm water pump station and force main at the water plant site as two separate projects.

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 recommended approval of Pay Estimate No. 11 to RT Ellis, Inc., in the amount of \$35,535.93.

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 and second stages of work are complete and erosion control measures need to be installed.

PAVING OF 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. 3 in the amount of \$267,220.18 to Precise Services, Inc. ("Precise"). Mr. Swanson then recommended approval of Change Order No. 2 in the amount of \$119,339.45, which was submitted by Precise for additional traffic control required by the Texas Department of Transportation and paving the lift station driveway. After discussion, and based on the engineer's recommendation, the Board determined that Change Order No. 2 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 stated that the contractor is working on enabling electrical service.

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.

DEEDS, EASEMENTS, PLATS, SURVEYS, AS-BUILT CERTIFICATIONS, APPRAISALS, PHASE I ENVIRONMENTAL ASSESSMENTS, AND CONSENTS TO ENCROACHMENT

Mr. Swanson discussed a Consent to Encroachment for the installation of concrete pavement, fencing, a downspout, and an air conditioning unit, where applicable, over storm sewer facilities, sanitary sewer facilities and water line facilities operated by the District for the proposed multi-family development located on the New Forest Town Center tract.

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 and stated he anticipates that the bond application will be submitted to the TCEQ within the next two months.

After review and discussion, and based on the engineer's recommendation, Director Knowles moved to (1) approve the engineer's report; (2) authorize LJA to submit the Plat for recording in County records; (3) approve Pay Estimate No. 11 to RT Ellis, Inc., in the amount of \$35,535.93, for construction of the detention pond and storm water pump station to serve Beltway 8/US 90 Commercial Subdivision Tract 5; (4) approve Pay Estimate No. 3 in the amount of \$267,220.18 to Precise for construction of the paving to serve New Forest Parkway, Section 2; (5) approve Change Order No. 2, resulting in an increase in the amount of \$119,339.45 to the contract price with Precise, based on the Board's finding that the change order is beneficial to the District; and (6) approve and authorize execution of the Consent to Encroachment and direct that it be filed appropriately and retained in the District's official records. Director Allen 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.

Mr. Browne reviewed the District's annual Consumer Confidence Report, a copy of which is attached to the operations report.

The Board considered amending the District's Rate Order to reflect necessary updates for electronic water meters in the District.

After review and discussion, Director Knowles moved to (1) approve the operations report; (2) approve the Consumer Confidence Report and authorize MDS to

mail the Consumer Confidence Report and file a certificate of mailing with the TCEQ; (3) authorize MDS to turn over one account, deemed to be uncollectible, in the total amount of \$60.00 to a collection agency; and (4) adopt the Amended Rate Order effective May 1, 2022, subject to final review and approval by ABHR and MDS, and direct that the Order be filed appropriately and retained in the District's official records. Director Allen 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 Knowles 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 Allen and passed by unanimous vote.

APPROVE AND DISTRIBUTE CERTIFICATES OF ELECTION AND APPROVE DIRECTORS' SWORN STATEMENTS AND OATHS OF OFFICE

The Board considered approving a Certificate of Election, reflecting the election of Walter Knowles, Trina Francis, and Rosario Garza to the Board, each for a four-year term. After review and discussion, Director Knowles moved to approve the Certificate of Election and the distribution of same to Directors Knowles, Francis, and Garza and direct that the Certificate be filed appropriately and retained in the District's official records. Director Francis seconded the motion, which passed by unanimous vote.

Mr. Seale reviewed the Sworn Statements and Oaths of Office for Directors Knowles, Francis, and Garza. After review and discussion, Director Knowles moved to approve the Sworn Statements and Oaths of Office and direct that the documents be filed appropriately and retained in the District's official records, and that the Oaths of Office be filed with the Secretary of State, as required by law. Director Francis seconded the motion, which passed by unanimous vote.

REORGANIZE THE BOARD AND ELECT OFFICERS, AND AUTHORIZE FILING OF DISTRICT REGISTRATION FORM

The Board considered reorganizing the Board of Directors. Following discussion on whether a change in the organization of the Board would be desired, the Board concurred that the directors would maintain their current positions on the Board.

The Board then considered authorizing filing of an updated District Registration Form with the TCEQ, reflecting the terms of the newly elected directors. Following review and discussion, Director Knowles moved to authorize filing of the updated District Registration Form with the TCEQ and direct that the Form be filed appropriately and retained in the District's official records. Director Allen seconded the motion, which passed unanimously.

TAX ASSESSMENT AND COLLECTION MATTERS (CONTINUED)

Ms. Ahlschlager reported that the District's 2022 preliminary taxable value from Harris County Appraisal District is \$1,115,938,430.

DISTRICT MEETING SCHEDULE

Following discussion, the Board concurred to hold its next regular meeting on Monday, June 20, 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.




Secretary, Board of Directors

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