

MINUTES  
HARRIS COUNTY MUNICIPAL UTILITY DISTRICT NO. 285

June 17, 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 17th day of June, 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 except Director Nguyen, thus constituting a quorum. Director Nguyen participated in the meeting via teleconference.

Also present at the meeting were Darce' Ahlschlager of Wheeler & Associates, Inc.; Amy Symmank of Myrtle Cruz, Inc.; William "Bill" Ehler, 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"); and Robert A. Seale and Cheryl Panozzo of Allen Boone Humphries Robinson LLP ("AHBR").

MINUTES

The Board considered approving the minutes of the May 13, 2019, regular meeting. After review and discussion, Director Allen moved to approve the minutes of the May 13, 2019, regular meeting as submitted. Director Garza seconded the motion, which carried unanimously.

STATEMENTS AND QUESTIONS FROM THE PUBLIC

There were no statements or questions received from the public.

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

The Board discussed the AWBD summer conference. After review and discussion, Director Allen moved to (1) approve reimbursement of eligible expenses for



the AWBD summer conference, which the bookkeeper confirmed are in compliance with the District's travel reimbursement guidelines; and (2) authorize all interested directors to attend the AWBD winter conference in Dallas, Texas. Director Francis seconded the motion, which carried by unanimous vote.

#### DISCUSS AMERICAN WATER WORKS ASSOCIATION ("AWWA") CONFERENCE AND APPROVE REIMBURSEMENT OF ELIGIBLE EXPENSES

The Board discussed the AWWA conference. After review and discussion, Director Allen moved to approve reimbursement of eligible expenses for the AWWA conference, which the bookkeeper confirmed are in compliance with the District's travel reimbursement guidelines. Director Francis seconded the motion, which carried by unanimous vote.

#### FINANCIAL AND BOOKKEEPING MATTERS

Ms. Symmank 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 Allen moved to approve the bookkeeper's report, the investment report, and payment of the bills. Director Garza 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 2018 taxes are 98.63% collected as of May 31, 2019. 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 Garza moved to (1) approve the tax report and payment of the tax bills; and (2) approve the delinquent tax report. Director Allen seconded the motion, which passed by unanimous vote.

#### WEBSITE MATTERS

There was no discussion on website matters.

#### 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.

## 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.

## GARBAGE COLLECTION AND RECYCLING SERVICES MATTERS

The Board 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:

### SANITARY AND STORM SEWER IMPROVEMENTS FOR BELTWAY 8/US 90 RESTRICTED RESERVE A CONTRACT NO. 2

Mr. Ehler reported that LJA initiated advertisement and received bids for construction of the sanitary and storm sewer improvements for Beltway 8/US 90 Restricted Reserve A&B, Contract 2, and he recommended the Board award the contract to the lowest bidder, Bay Utilities, Inc., in the contract amount \$60,593.00. The Board concurred that, in its judgment, Bay Utilities, Inc., was a responsible bidder who would be most advantageous to the District and would result in the best and most economical completion of the project.

### WATER, SEWER AND DRAINAGE FACILITIES TO SERVE NEW FOREST PARKWAY, PHASE 1

Mr. Ehler gave an update on design of the water, sewer, and drainage facilities to serve New Forest Parkway, Phase 1. He stated plans have been reviewed by the applicable agencies and that LJA is currently addressing the agencies' comments.



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

Mr. Ehler 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 stated Harris County is requesting that the water plant tract be platted and noted that plans cannot be approved until the required easements are granted by the adjacent landowners.

WASTEWATER TREATMENT PLANT ("WWTP") NO. 2 ON-SITE LIFT STATION REHABILITATION

Mr. Ehler gave an update on design of the WWTP No. 2 on-site lift station rehabilitation project. He stated LJA received no objection from the agencies and that the project will be advertised in a few months.

WWTP NO. 2 EXPANSION, INCLUDING TRIFURCATION

Mr. Ehler updated the Board on construction of the WWTP No. 2 expansion and stated that rehabilitation of Train One is nearing completion.

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 recommended approval of Pay Estimate No. 5 and Pay Estimate No. 6 and Final to Crostex Construction, Inc., in the amounts of \$170,873.72 and \$28,540.81, respectively, and acceptance of the project for maintenance.

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. 6 to Reddico Construction Co., in the amount of \$45,898.92.

UTILITY COMMITMENT REQUESTS

Mr. Ehler discussed with the Board the status of the 375-unit multi-family development, the 301-unit multi-family development, Service King Automotive Repair, and Liberty Lakes Industrial Park.



Mr. Ehler reported the District received a request from Texas Bay Credit Union for 2 ESFCs of water and wastewater capacity and that LJA has reviewed the plans and issued a letter of no objection.

#### UPDATE ON BOND APPLICATION NO. 13

Mr. Ehler updated the Board on bond application no. 13 and stated he anticipates the report will be complete within the next two weeks.

After review and discussion, based on the engineer's recommendation, Director Allen moved to (1) approve the engineer's report; (2) authorize design, approve plans and specifications, authorize advertisement for bids, and award the contract in the amount of \$60,593.00 to Bay Utilities, Inc., for construction of the sanitary and storm sewer improvements for Beltway8/US 90 Restricted Reserve A&B, Contract 2, subject to approval of the payment and performance bonds and review of the certificate of insurance and endorsements, if any, provided by the contractor; (3) approve Pay Estimate No. 5 and Pay Estimate No. 6 and Final in the amounts of \$170,873.72 and \$28,540.81, respectively, for the water, sanitary sewer, and force main facilities to serve New Forest Town Center and accept the project for maintenance; and (4) approve Pay Estimate No. 6 in the amount \$45,898.92 for the New Forest Town Center lift station. 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 reported on two permit excursion at WWTP No. 2 during the month of April 2019.

Mr. Browne reviewed a letter to the Texas Commission on Environmental Quality ("TCEQ"), a copy of which is attached to the operations report, requesting a 90-day extension for completion of the Supplemental Environmental Project.

Mr. Browne requested authorization to repair the diffusers at WWTP No. 2. He stated that MDS requested a proposal from NEC and he estimates the cost to repair the diffusers will be approximately \$20,000.

After review and discussion, Director Francis moved to (1) approve the operations report; and (2) authorize MDS to repair the diffusers at WWTP No. 2 at a cost not to exceed \$30,000, subject to approval of the proposal from NEC by Director Knowles. Director Garza seconded the motion, which passed by unanimous vote.

HEARING REGARDING TERMINATION OF SERVICE

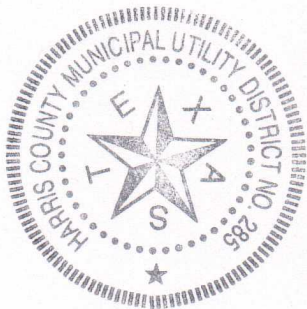
Mr. Browne presented a list of delinquent customers and reported the customers on the termination list were delinquent in payment of their water and sewer bills and were given written notification, in accordance with the District's Rate Order, prior to the meeting of the opportunity to appear before 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 Francis 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.

DISTRICT MEETING SCHEDULE

The Board concurred to hold its next regular meeting on Monday, July 15, 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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