

MINUTES
HARRIS COUNTY MUNICIPAL UTILITY DISTRICT NO. 285

September 18, 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 18th day of September, 2023, 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
John Jones	Assistant Secretary

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

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

STATEMENTS AND QUESTIONS FROM THE PUBLIC

Mses. Deidra and Dedra Sampson reported that infiltration caused the driveway (the "Driveway") on their property located at 6550 Hawthorne Falls Lane to shift and the Driveway needs to be repaired. Mr. Browne stated that MDS will determine whether the Driveway shifted due to infiltration of the sanitary sewer line, infiltration of the storm sewer line, or natural settlement. He noted that, if the Driveway shifted due to infiltration of the sanitary sewer line, the District will restore the Driveway.

MINUTES

The Board considered approving the minutes of the August 21, 2023 regular meeting. After review and discussion, Director Francis moved to approve the minutes of the August 21, 2023 regular meeting, as submitted. Director Garza seconded the motion, which passed unanimously.

RENEWAL OF DISTRICT'S INSURANCE POLICIES

The Board reviewed a proposal from Arthur J. Gallagher and Company ("Gallagher") for renewal of the District's insurance policies, which includes a list of the district's facilities provided by LJA. Following review and discussion, Director Francis moved to accept the proposal for renewal of the District's insurance policies from Gallagher. Director Jones seconded the motion, which passed unanimously.

FINANCIAL AND BOOKKEEPING MATTERS

Ms. Carpenter 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 Jones seconded the motion, which passed unanimously.

TAX ASSESSMENT AND COLLECTION MATTERS

Ms. Ahlschlager reviewed the tax report for the month of August, a copy of which is attached. She stated that the District's 2022 taxes are 99.09% collected as of August 31, 2023. 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 Jones 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 send water termination letters to delinquent tax accounts with a payment or response deadline of October 16, 2023. Director Garza seconded the motion, which passed unanimously.

DISCUSS 2023 TAX RATE, SET PUBLIC HEARING DATE, AND AUTHORIZE NOTICE OF PUBLIC HEARING REGARDING ADOPTION OF TAX RATE

The Board considered the District's 2023 tax rate. Mr. Rathmann distributed and reviewed a debt service tax rate analysis reflecting the recommendation for the District to levy a 2023 debt service tax rate of \$0.32 per \$100 of assessed valuation. A copy of the debt service tax rate analysis is attached. The Board then discussed the District's operation and maintenance tax rate. Mr. Carpenter discussed the two-step process for setting the District's total tax rate.

Following review and discussion, Director Francis moved to: (1) set the public hearing date for October 16, 2023; and (2) authorize the tax assessor/collector to publish notice of the District's meeting on October 16, 2023, to set the proposed 2023 total tax rate of \$0.54 per \$100 of assessed valuation, with \$0.32 allocated for debt service and \$0.22 allocated for operations and maintenance. Director Jones seconded the motion, which passed unanimously.

RESOLUTION NOMINATING CANDIDATE FOR BOARD OF DIRECTOR ELECTION FOR HARRIS COUNTY APPRAISAL DISTRICT

The Board concurred not to nominate a candidate to be placed on the ballot for the Board of Directors of the Harris County Appraisal District.

WEBSITE MATTERS, INCLUDING EMERGENCY ALERT/MESSAGING SERVICES

Director Francis provided an update 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

Ms. Swanson gave an update on proposed development inside and outside of the District's boundaries and noted he anticipates that a representative of Ley Wilson Development, LLC will attend next month's Board meeting to further discuss the proposed development.

NCWA REPORT

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

DETENTION FACILITIES REPORT

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

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 LJA will update design plans for the project for resubmittal to Harris County for approval.

WATER PLANT NO. 1, PHASE 3

Mr. Swanson gave an update on construction of the Water Plant No. 1, Phase 3 project. He reported that the hydro tank has been installed and the booster pump is scheduled to be delivered on October 6, 2023.

WASTEWATER TREATMENT PLANT DISCHARGE PERMIT RENEWALS

Mr. Swanson gave an update on the applications for renewal of the Wastewater Discharge Permits for Wastewater Treatment Plant Nos. 1 and 2.

Mr. Swanson discussed a Notice of Violation that the District received from the Texas Commission on Environmental Quality following a Comprehensive Compliance Investigation of the District's water system on July 11 and July 13, 2023.

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 reported that the automatic bar screen at Wastewater Treatment Plant ("WWTP") No. 2 is in need of repair, and discussed a proposal from Elite Pump and Mechanical Services to repair the automatic bar screen in the amount of \$83,379.00. Mr. Browne noted that MDS also requested a quote from Neil Technical Services ("NTS") to repair the automatic bar screen, but NTS has not yet submitted a quote.

Mr. Browne gave an update on the repair of the sanitary sewer manhole located at 6550 Hawthorne Falls Lane and the related sidewalk. Discussion ensued.

After review and discussion, Director Francis moved to (1) approve the operations report; (2) authorize repair of the automatic bar screen at WWTP No. 2, as discussed, in the amount not to exceed \$83,379.00; (3) authorize MDS to conduct a survey and prepare a report on sanitary sewer manholes in the District; and (4) authorize MDS to turn over one account in the amount of \$38.80, deemed to be uncollectible, to a collection agency. Director Jones 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 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 Jones and passed by unanimous vote.

APPROVE ANNUAL REPORT AND AUTHORIZE FILING OF SAME IN ACCORDANCE WITH CONTINUING DISCLOSURE OF INFORMATION AGREEMENT

Mr. Carpenter reviewed an Annual Report containing updated financial information and operating data to be filed in accordance with the continuing disclosure provisions contained in the District's bond resolutions. He stated that the District is required to file certain financial information and operating data with the Municipal Securities Rulemaking Board through EMMA in compliance with SEC Rule 15c2-12. Following review and discussion, Director Jones moved to (1) approve the Annual Report and direct that the Annual Report be filed appropriately and retained in the District's official records; and (2) authorize ABHR to submit the Annual Report in compliance with the continuing disclosure provisions contained in the District's bond resolutions. Director Garza seconded the motion, which passed unanimously.

ANNUAL REVIEW OF PROCEDURES FOR CONTINUING DISCLOSURE COMPLIANCE

The Board reviewed the District's procedures for continuing disclosure compliance. Mr. Carpenter stated that no changes are required at this time.

DISTRICT MEETING SCHEDULE

Following discussion, the Board concurred to hold its next regular meeting on Monday, October 16, 2023, at 6:30 p.m. at ABHR's offices.

Due to the Thanksgiving Day holiday, the Board concurred to hold its regular meeting in November on Monday, November 27, 2023 at 6:30 p.m. at ABHR's offices.

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
Tax report.....	2
Delinquent tax report	2
Debt service tax rate analysis.....	2
Security report.....	3
Report on NCWA matters	3
Detention and drainage facilities report.....	3
Garbage collection and recycling services report from Best Trash.....	3
Engineer's report.....	3
Operations report.....	4