

MINUTES
HARRIS COUNTY MUNICIPAL UTILITY DISTRICT NO. 285

October 16, 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 16th day of October, 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, thus constituting a quorum.

Also present at the meeting were: David Ley and Michal Wilson of Ley Wilson Development, LLC; Emma Highberger 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"); and Aaron Carpenter and Cheryl Panozzo of Allen Boone Humphries Robinson LLP ("ABHR").

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 September 18, 2023 regular meeting. After review and discussion, Director Allen moved to approve the minutes of the September 18, 2023 regular meeting, as submitted. 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.

The Board discussed the purchase of District apparel (the "Apparel") to use at future authorized conferences.

After review and discussion, Director Knowles moved to (1) approve the bookkeeper's report, the investment report, and payment of the bills; and (2) approve the purchase of the Apparel, as discussed, in the total amount not to exceed \$1,000.00. Director Jones seconded the motion, which passed unanimously.

TAX ASSESSMENT AND COLLECTION MATTERS

Ms. Highberger reviewed the tax report for the month of September, a copy of which is attached. She stated that the District's 2022 taxes are 99.29% collected as of September 30, 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 proceed with procedures for terminating water service for delinquent tax accounts. Director Garza seconded the motion, which passed unanimously.

CONDUCT PUBLIC HEARING REGARDING DISTRICT'S TAX RATE, ADOPT ORDER LEVYING TAXES AND AUTHORIZE EXECUTION OF AMENDMENT TO INFORMATION FORM

Mr. Carpenter stated that notice was published of the public hearing to be held at today's meeting regarding adoption of the District's proposed 2023 total tax rate of \$0.54 per \$100 of assessed valuation. Director Knowles then opened the public hearing. There being no comments from the public, Director Knowles closed the public hearing.

Mr. Carpenter presented an Order Levying Taxes for 2023 reflecting the proposed 2023 tax rate. He then presented an Amendment to Information Form reflecting the tax rate and stated that the Amendment will be filed with the Texas Commission on Environmental Quality and recorded in the Official Public Records of Harris County.

After review and discussion, Director Allen moved to: (1) adopt the Order Levying Taxes reflecting a total 2023 tax rate of \$0.54 per \$100 of assessed valuation, comprised of \$0.32 to pay debt service on water, sewer, and drainage bonds and \$0.22 for operations and maintenance; (2) authorize execution of the Amendment to Information Form; and (3) direct that the Order and Amendment be filed appropriately and retained in the District's official records. Director Jones seconded the motion, which passed by unanimous vote.

DEVELOPMENT IN THE DISTRICT

Mr. Ley and Mr. Wilson reported on proposed industrial development on an approximately 15-acre tract (the "Tract") located northeast of the District off Wallisville

Road and requested the annexation of the Tract into the District. Discussion ensued. Following discussion, the Board concurred to authorize the engineer to prepare a feasibility study on the proposed annexation of the Tract into the District.

Mr. Wilson reported on the request from New Forest Homeowners Association, Inc. (the "HOA") regarding maintenance of a reserve (the "Reserve") owned by Ley Wilson Development, LLC located between the New Forest Homeowners Association, Inc. pool and the NRG property. He stated he anticipates that clean-up of the Reserve will occur within the next 30 days and the Reserve will be routinely maintained.

WEBSITE MATTERS, INCLUDING EMERGENCY ALERT/MESSAGING SERVICES

There was no discussion on this matter.

SECURITY SERVICES REPORT

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

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 and reported that the hydro tank has been installed and the booster pump has been delivered. He noted that LJA is working with the contractor on re-routing of pipe due to an unanticipated conflict with the original proposed route.

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. Carpenter stated that the District has an annual electricity expense of \$200,000 or more and is required to prepare a report on the District's electricity consumption and energy efficiency measures this year and every five years thereafter.

Following review and discussion, Director Allen moved to (1) approve the engineer's report and (2) authorize the District's engineer to prepare a report on electricity consumption and energy efficiency measures. Director Knowles 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.

DEVELOPMENT OF GEOGRAPHIC INFORMATION SYSTEM ("GIS")

Mr. Swanson reported that LJA will present a proposal for development of GIS for the District after the scope of service has been confirmed with MDS.

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

After review and discussion, Director Knowles moved to (1) approve the operations report; and (2) authorize MDS to turn over two accounts in the total amount of \$326.10, deemed to be uncollectible, to a collection agency. Director Garza 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 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

Following discussion, the Board concurred to hold its next regular meeting 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.....	1
Tax report.....	2
Delinquent tax report	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