

HARRIS COUNTY MUNICIPAL UTILITY DISTRICT NO. 286

Minutes of Board of Directors Meeting
June 5, 2017

ACTIONS TAKEN

1. The Board approved the minutes of the May 1, 2017, meeting.
 2. The Board approved the Tax Assessor-Collector's Report as presented by Utility Tax Service L.L.C., including the checks presented for payment.
 3. The Board authorized the Delinquent Tax Collections Attorney to pursue the collection of delinquent taxes for 2016 and prior years.
 4. The Board approved the replacement of the chlorine leak detector at Water Plant 2 by Fitch Services.
 5. The Board approved the Operations and Maintenance Report presented by EDP.
 6. The Board approved the Engineering Report presented by Eby Engineers, Inc.
 7. The Board approved the Bookkeeper's Report as presented by Claudia Redden & Associates, L.L.C., including the checks presented for payment.
 8. The Board authorized the completion, execution and filing of the Voting System Annual Filing Form.
 9. The Board approved the request from the Records Management Officer to destroy notes of Board of Director's meeting from February, 2016 to February, 2017.
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The Board of Harris County Municipal Utility District No. 286 ("District") met in regular session at the Board's regular meeting place, 20303 Chasewood Park Drive, Houston, Harris, County, Texas 77070 on June 5, 2017, in accordance with the duly posted notice of meeting, and the roll was called of the duly constituted officers and members of said Board of Directors, as follows:

David Geaslen, President
Michael Rhodes, Vice President
Steve Garner, Secretary
Rosalind Theriot, Assistant Secretary
Becky Campbell, Assistant Secretary

All of said persons were present, therefore constituting a quorum.

Also present were Corporal Curry and Deputy Singh of the Harris County Constable's Office, Precinct No. 4; Claudia Redden of Claudia Redden & Associates L.L.C.; Dennis Eby of Eby Engineers, Inc. ("Eby"); Eric Thiry and Greg Camp of Environmental Development Partners, L.L.C. ("EDP"); Mike Arterburn of Utility Tax Service, L.L.C. ("UTS"); Nick Albers of Springhill Suites by Marriott ("Springhill"); and Kara Richardson of Marks Richardson PC ("MRPC").

APPROVAL OF MINUTES

As the first order of business, the Board considered approval of the minutes of the Board of Directors meeting held on May 1, 2017. After discussion, Director Rhodes made a motion to approve the minutes of the May 1, 2017, Board of Directors meeting, as written. Director Garner seconded the motion, which carried unanimously.

SECURITY PATROL REPORT BY THE CONSTABLE'S OFFICE

The Board next considered the Security Patrol Report (**Exhibit A**). Deputy Singh reviewed the report and discussed various incidents involving burglaries of motor vehicles. Director Campbell stated that her daughter's car was rifled through recently although nothing was stolen. Deputy Singh discussed a theft by a security guard at HP who stole computer chips valued at approximately \$700,000. The Board concurred that they would like for Deputy Singh to continue attending the meetings if convenient for her since it is her day off.

Mr. Albers next discussed the continues problems with vehicle burglaries in the parking lot of Springhill. He asked the Board if the District could do anything to assist with additional patrol of the parking lot in the early morning hours. Director Geaslen asked Corporal Curry if some of the floating constables could patrol the area occasionally during early morning hours. Corporal Curry stated that the force is spread over a large area so he cannot guarantee coverage but that he will pass along the request. He noted that the District could add an additional deputy to the District's contract with the Constable's office or hire off-duty patrol on an hourly basis.

Deputy Singh asked Director Theriot to put a blurb on the website reminding residents to lock their vehicles to prevent burglaries and to keep exterior lights on at night to deter criminals.

Corporal Curry, Deputy Singh, and Mr. Albers exited the meeting at this time.

SECURITY MONITORING SERVICES

The Board next considered the status of security monitoring services. No one present had anything to report

DEVELOPERS' REPORTS

The Board next deferred considering developer reports as no one present had anything to report.

TAX ASSESSOR-COLLECTOR REPORT

The Board next considered the Tax Assessor-Collector Report. Mr. Arterburn presented the attached Tax Assessor-Collector Report (**Exhibit B**) dated May 31, 2017. The Board reviewed the total receivables, the cash balance, disbursements, and checks as reflected in the report. After discussion of the report, Director Theriot made a motion to approve the Tax Assessor-Collector Report as presented, to approve the checks identified in the report for payment, and to authorize moving the subject delinquent accounts to collections. Director Garner seconded the motion, which carried unanimously.

Ms. Richardson next presented the attached list of delinquent accounts, dated May June 5, 2017, as prepared by the District's delinquent tax attorney, Perdue, Brandon, Fielder, Collins & Mott, L.L.P. ("Perdue") (**Exhibit C**).

COLLECTION OF DELINQUENT TAXES

The Board next considered authorizing Perdue to pursue the collection of delinquent taxes for 2016 and prior years, including the filing of lawsuits. After discussion, Director Theriot made a motion to authorize Perdue to proceed with the collection of the District's 2016 and prior years delinquent tax accounts, as set out above. Director Garner seconded the motion, which carried unanimously.

OPERATIONS REPORT

The Board next considered the Operations and Maintenance Report (**Exhibit D**).

Mr. Thiry reviewed repairs EDP made during the month. He stated that EDP replaced the forced ventilator on the chlorine building at Water Plant 2 and also replaced 22 meters in the District that had registered over 1 million gallons.

Mr. Thiry next reported that the lift station is operating on regular power, as of today. He stated that it has operated on generator power off and on lately due to repeated power trips. He noted that the problem is affecting AT&T as well. Mr. Eby stated that he met with representatives from HP, Lone Star, AT&T and Centerpoint to discuss a permanent solution to provide power to the lift station.

He noted that the Centerpoint representative informed him that Centerpoint is currently preparing plans to provide service to the District.

The Board discussed the possibility of the District getting permission to reset the breaker so that Lone Star does not have to perform the reset each time the power trips. Mr. Thiry stated that Lone Star has a form that the District can sign which would authorize such access, but that he is concerned about the District performing any resets because AT&T is utilizing that same electricity feed. Ms. Richardson noted that AT&T should give written permission for the District to perform the resets as well for liability purposes. Mr. Thiry noted that EDP is leaving the generator at the lift station until the power issues are resolved.

Mr. Thiry next presented a quote and executed TEC Form 1295 from Fitch Services for the replacement of the chlorine leak detector at Water Plant 2 at a cost of \$2,800. After discussion, Director Theriot made a motion to approve the quote and authorize Fitch Services to perform the work. Director Garner seconded the motion, which carried unanimously.

Mr. Thiry next discussed correspondence from the TCEQ regarding the inspection of the District's water plant and an alleged violation for a non-functioning irrigation system. He stated that said system was a temporary irrigation system that was no longer functional and that EDP has removed it.

Mr. Thiry next reported that Lakewood Crossing HOA is not registering usage on one of its esplanade meters and that EDP will monitor its usage.

After discussion, Director Garner made a motion to approve the Operations and Maintenance Report, as presented. Director Campbell seconded the motion, which carried unanimously.

ENGINEERING REPORT

The Board next considered the Engineering Report (**Exhibit E**).

Mr. Eby reported on the status of the contract with T Construction, LLC ("T Con") for the water and sanitary sewer to serve the Lone Star Science Building. He reported that the waterline has been completed and suggested that EDP begin work on having the meters installed. He estimated that it will be approximately 2 weeks until the project is complete.

Mr. Eby next reported on the status of the contract with W.W. Payton Corporation ("Payton") for the generator installation at the District's two lift stations. He stated that the contracts are ready for execution. Mr. Eby noted that the new generator cannot be placed at the Lone Star lift station until the lift station rehabilitation is complete.

Mr. Eby next reported on the status of the lift station rehabilitation project. He stated that once the CenterPoint meter has been installed, he will bid the project.

Mr. Eby next reported that the park gazebo could use some power washing and re-staining. Director Theriot noted that once of the boards looks like it is splitting. Mr. Eby stated he will get a price for repair and staining.

Mr. Eby next reported that the skate park painting has begun but that he needs to order more paint to complete the project. The Board instructed Mr. Eby to order enough paint to finish the current job and to paint the park again in the future.

Mr. Eby next reported that the modem at the water plant was replaced because it was having issues. He stated that he will follow up with the security company to make sure the cameras are now working.

Mr. Eby reported that he spoke with someone at the HCFCFCD regarding the need for a detailed map of the additional bike trails to be added to the Interlocal Agreement. Mr. Eby suggested that the Greater Houston Off-Road Biking Association (“GHORBA”) provide the map to the District for his review. Ms. Richardson noted that the Board would like to see the new trail map before it is forwarded to the HCFCFCD.

Mr. Eby next presented and discussed the Facilities Inspection Report (**Exhibit F**). He reviewed various proposed projects and a summary of recommended repairs. Director Geaslen stated that he would like for Mr. Eby to prioritize the proposed projects and provide a more detailed breakdown of costs for said projects. The Board stated that they would like to tour the District facilities after Mr. Eby has revised the report.

After discussion, Director Rhodes made a motion to approve the Engineering Report and the invoices set forth therein. Director Theriot seconded the motion, which carried unanimously.

TRAIL REPAIRS

The Board next discussed the trail repairs, including the proposed easement acquisition from Mr. Terpstra. Director Geaslen reported that he spoke with a representative from Harris County and noted that the representative sounded somewhat optimistic with respect to Terpstra’s efforts to get certain approvals from the County.

WATER SUPPLY CONTRACT

The Board next considered approval of a Water Supply Contract by and between the District and SIR NE Houston, LLC (“SIR”). Ms. Richardson reported that SIR has provided documentation purporting to show full assignment from TCH Associates to SIR. She noted that she is reviewing the documents to see if they are sufficient to bind SIR to the existing contract.

REQUEST FROM GHORBA

The Board next considered a request from the GHORBA regarding trail maintenance. The Board noted that the matter had been previously discussed.

BOOKKEEPING REPORT

The Board next considered the Bookkeeper's Report. Ms. Redden reviewed the Bookkeeping Report (**Exhibit G**), including the checks presented for payment. After discussion, Director Garner made a motion to approve the Bookkeeper's Report, including the checks presented for payment. Director Theriot seconded the motion, which carried unanimously.

VOTING SYSTEM ANNUAL FILING FORM

Ms. Richardson next discussed a Voting System Annual Filing Form ("Form") from the Secretary of State's Office. She advised that pursuant to Section 123.061 of the Texas Election Code, each political subdivision in the State of Texas is required to complete and file the Form with the Secretary of State's Office. After discussion, Director Rhodes made a motion to approve the Form and authorize MRPC to file same with the Secretary of State's Office. Director Campbell seconded the motion, which carried unanimously.

RECORDS DESTRUCTION REQUEST

The Board next considered a request from the Records Management Officer to destroy notes of Board of Directors meetings from February, 2016, to February, 2017, in accordance with the Records Retention Schedule for General Records. Ms. Richardson presented the attached request of the Records Management Officer with the attached list of records (**Exhibit H**) and advised that the time limitations for retention had passed for all records listed, that, to the best of her knowledge and belief, none of the records' subject matter was pertinent to a pending lawsuit, and that there were no open records requests pending with respect to any of the records. After discussion, Director Garner made a motion to authorize the destruction of the notes, as requested in accordance with the provisions of the District's Records Management Program and the Schedule. Director Campbell seconded the motion, which carried unanimously.

ITEMS FOR FUTURE AGENDAS

The Board next considered matters for possible placement on future agendas. After discussion, the Board concurred to move the July meeting to Thursday, July 6th due to the holiday.

ADJOURNMENT OF BOARD MEETING

There being no further business to come before the meeting, it was adjourned.


Secretary, Board of Directors

LIST OF EXHIBITS

June 5, 2017

- Exhibit A. Patrol Report
- Exhibit B. Tax Assessor-Collector's Report
- Exhibit C. Delinquent Tax Report
- Exhibit D. Operations and Maintenance Report
- Exhibit E. Engineering Report
- Exhibit F. Inspection Report
- Exhibit G. Bookkeeping Report
- Exhibit H. Records Destruction Request Letter