

**HARRIS COUNTY MUNICIPAL UTILITY DISTRICT NO. 286**

Minutes of Board of Directors Meeting

July 2, 2018

**ACTIONS TAKEN**

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1. The Board approved the minutes of the June 11, 2018, 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 EDP to rent a generator for lift station no. 1.
  4. The Board authorized EDP to install grates on the remaining inlets within the District.
  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.
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The Board of Harris County Municipal Utility District No. 286 ("District") met in regular session at 20303 Chasewood Park Drive, Houston, Harris County, Texas 77070 on July 2, 2018, 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 Sergeant Gonzales of the Harris County Constable's Office, Precinct No. 4; Kelly Trebbing of Claudia Redden & Associates L.L.C.; Dennis Eby of Eby Engineers, Inc. ("Eby"); Jeff Cotten of Environmental Development Partners, L.L.C. ("EDP"); Rashelle Arterburn of Utility Tax Service, L.L.C. ("UTS"); Kevin Drewes of Genesis Capital Advisors, L.L.C. ("Genesis"); and Kara Richardson of Marks Richardson PC ("MRPC").

#### **APPROVAL OF MINUTES**

The Board first considered approval of the minutes of the Board of Directors meeting held on June 11, 2018. After discussion, Director Theriot made a motion to approve the minutes of the June 11, 2018, 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. Constable Gonzalez reviewed the report and discussed the activity within the District the past month. Director Garner asked about the disturbance at the park over the weekend. Director Rhodes stated that the incident at the park was a mental health situation. Director Geaslen asked if there are any planned changes to the patrol schedule next month, and Deputy Gonzalez stated that there are no planned changes.

#### **SECURITY MONITORING SERVICES**

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

#### **DEVELOPERS' REPORTS**

The Board next considered the status of development in the District. No one present had anything new to report.

## **DISCUSS FLOODING ISSUES IN THE DISTRICT**

The Board next discussed flooding issues within the District. Mr. Eby presented the drone video footage of Cypress Creek. Mr. Eby and the Board discussed various improvements that could be made to prevent future flooding, and Mr. Eby stated that he will prepare a list of District-specific recommendations to provide to Harris County. The Board then discussed increasing storm sewer drainage capacity by installing a twenty-four inch (24") storm sewer line along Cypress Creek at Lakewood Crossing. The Board requested that the item be added to the list of recommendations to be sent to Harris County. Director Theriot asked about the status of addressing the resident's fence that appears to be located in a public easement next to a drainage swale and its possible impediment to floodwater flow. Ms. Richardson noted that the easement was dedicated by plat and the District should contact the County for purposes of enforcing the easement. Mr. Eby stated that he will discuss the issue with Harris County.

Director Geaslen next discussed the Cypress Creek Flood Coalition and its 2016 report which focused on the Tax Day flood. He stated that the District might want to consider joining the Coalition. He noted that there is no fee to join, and that the Coalition generates revenue by asking its members to include a voluntary donation line item on its water bills.

## **TAX ASSESSOR-COLLECTOR REPORT**

The Board next considered the Tax Assessor-Collector Report. Ms. Arterburn presented the attached Tax Assessor-Collector Report (**Exhibit A**) dated June 30, 2018. The Board reviewed the total receivables, the cash balance, disbursements, and checks as reflected in the report. After discussion of the report, Director Garner 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 Theriot seconded the motion, which carried unanimously.

## **OPERATIONS REPORT**

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

Mr. Cotten stated that EDP performed the valve survey and the bi-annual testing of non-residential meters within the past month.

Mr. Cotten stated that NTS is scheduled to repair the air lift pumps and diffuser supports in digester no. 1 at the WWTP and that EDP is still waiting on repairs to the electrical conduit and conductor at the WWTP.

Mr. Cotten reminded the Board that the air conditioner in the building at the WWTP is in bad condition and needs to be repaired or replaced. He stated that EDP solicited additional proposals to repair the air conditioner but is waiting on more information to be provided from the vendors.

Mr. Cotten reported that the building repairs at the WWTP are complete and all four (4) blower repairs are now complete.

Mr. Cotten next presented and reviewed a generator rental agreement with GenSolutions LLC for lift station no. 1 for reserving a generator for the upcoming hurricane season. He stated that EDP will subcontract with GenSolutions for the rental. After discussion, the Board authorized EDP to proceed with the rental. Mr. Eby suggested that the District might get better pricing if it enters into a longer-term lease with GenSolutions and that he will discuss same with GenSolutions.

Mr. Cotten reported that the District accounted for 92.7% of the water pumped during the month of May.

Mr. Cotten next reported that he drove through the District to locate all of the inlets that were recently retrofitted with grates. He then provided a copy of the report to Director Rhodes to include in the flood report. The Board then discussed installing grates on all inlets that have not already been fitted with grates. After discussion, the Board authorized EDP to install grates on the remaining inlets within the District.

Mr. Cotten reported that the District was awarded a water fluoridation quality award for 2016 from the U.S. Center for Disease Control and Prevention.

Director Theriot stated that she reserved a water trailer from the North Harris County Regional Water Authority for the water conservation meeting scheduled for October 2, 2018.

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

### **DISASTER RECOVERY EFFORTS**

The Board next deferred a discussion regarding disaster recovery efforts as same was discussed under the operator's report and will also be addressed under the engineer's report.

### **ENGINEERING REPORT**

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

Mr. Eby 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 project is complete. Director Geaslen asked how high the generator and blowers are going to be raised. Mr. Eby stated that the generator and blowers will be raised two (2') feet above the height of the Harvey flood waters.

Mr. Eby next reported on the electrical improvements at the WWTP. He stated that Eby is currently revising the plans with survey information and will send the plans to Harris County for

approval once complete. Mr. Eby stated that once approval is received from Harris County, he will move forward with bidding the project.

Mr. Eby next reported on the status of the lift station rehabilitation project. Mr. Eby reminded the Board that CenterPoint put in a three phase power line when HP started selling off its property and that, after reviewing the drawings from CenterPoint, it appears as though there is a major power line running directly under the District's lift station, and that the power line is not located in an easement. He stated that he contacted Mr. Ed Jones at HP about the lack of easement who confirmed the lack of easement. Ms. Richardson advised that MRPC will coordinate with CenterPoint and HP to convey an easement to HP. Mr. Eby stated that he will bid the project after the easement issue is resolved.

Mr. Eby reported on the planting of a tree at the park for the Hanson family in memory of their son. Ms. Richardson advised that she will coordinate with Mr. Eby regarding a simple waiver for the Hanson family to sign absolving the District from any future responsibility related to the tree.

Mr. Eby reported on the monthly inspection and maintenance of the flare by Patriot Production ("Patriot"). He stated that Patriot inspected the flare and that it is functioning properly.

Mr. Eby next reported on the trail work on Faulkey Gully at the bridge. He stated that Pavement Constructors is working to put the base down today, and asphalt will be put down in the next week or two.

Mr. Eby next reported on the installation of fencing on the side of Cypress Creek between Jones Road and Cypresswood Drive. He stated that the Anchor Group, Inc. is close to completion but ran out of fencing material and will need to return to install additional fencing.

After discussion, Director Theriot made a motion to approve the Engineering Report. Director Rhodes seconded the motion, which carried unanimously.

### **BOOKKEEPING REPORT**

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

### **REQUEST FROM GHORBA**

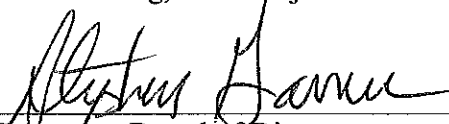
The Board next considered a request from the Greater Houston Off-Road Biking Association ("GHORBA") regarding trail maintenance. Ms. Richardson stated that she has not received an update from the Harris County Flood Control District but that she will contact them prior to the next meeting.

**ITEMS FOR FUTURE AGENDAS**

The Board next considered matters for possible placement on future agendas. After discussion, the Board concurred to add an item to the August agenda regarding the water conservation meeting to be held in October.

**ADJOURNMENT OF BOARD MEETING**

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

  
Secretary, Board of Directors

**LIST OF EXHIBITS**

July 2, 2018

- Exhibit A. Tax Assessor-Collector's Report
- Exhibit B. Operations and Maintenance Report
- Exhibit C. Engineering Report
- Exhibit D. Bookkeeping Report