

HARRIS COUNTY MUNICIPAL UTILITY DISTRICT NO. 286

Minutes of Board of Directors Meeting

April 1, 2019

ACTIONS TAKEN

1. The Board approved the minutes of the March 4, 2019 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 adopted a Resolution Authorizing an Additional Penalty on Delinquent Taxes.
 4. The Board authorized EDP to replace the lift pump no. 3 at lift station no. 2 for a cost of \$13,551.00.
 5. The Board approved the Operations and Maintenance Report presented by EDP.
 6. The Board authorized the Operator to prepare a draft Consumer Confidence Report.
 7. The Board approved the Engineering Report presented by Eby Engineers, Inc.
 8. 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 12779 Jones Road, Houston, Harris County, Texas 77070 on April 1, 2019, 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, except Director Rhodes, therefore constituting a quorum.

Also present were Sergeant Wright and Deputy Rodriguez 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 Jeff Cotton of Environmental Development Partners, L.L.C. ("EDP"); Rashelle Arterburn of Utility Tax Service, L.L.C. ("UTS"); and Kara Richardson of Marks Richardson PC ("MRPC").

The President called the meeting to order.

APPROVAL OF MINUTES

The Board first considered approval of the minutes of the Board of Directors meeting held on March 4, 2019. After discussion, Director Theriot made a motion to approve the minutes of the March 4, 2019, Board of Directors meeting, as amended. Director Garner seconded the motion, which carried unanimously.

SECURITY PATROL REPORT BY THE CONSTABLE'S OFFICE

The Board next considered the Security Patrol Report, a copy of which is attached hereto as **(Exhibit A)**, and the status of security monitoring services within the District. Sergeant Wright reviewed the report and discussed the activity within the District over the past month.

The Board next deferred consideration of the status of security monitoring services as Director Rhodes was not present to report on same.

DEVELOPERS' REPORTS

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

TAX ASSESSOR-COLLECTOR REPORT

The Board next considered the Tax Assessor-Collector Report. Ms. Arterburn presented the attached Tax Assessor-Collector Report **(Exhibit B)** dated March 31, 2019. 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 and to approve the checks identified in the report for payment. Director Campbell seconded the motion, which carried unanimously.

RESOLUTION AUTHORIZING ADDITIONAL PENALTY ON DELINQUENT TAXES

Ms. Richardson next advised the Board that pursuant to Section 33.07 of the Tax Code, as amended, the Board is authorized to impose, under certain conditions, an additional penalty not to exceed twenty percent (20%) of the total taxes, penalty and interest due to the District on July 1 on taxes that remain delinquent as of July 1 of the year in which they become delinquent. After discussion, Director Theriot made a motion to adopt the Resolution Authorizing Additional Penalty on Delinquent Taxes (**Exhibit C**). Director Campbell seconded the motion, which carried unanimously.

OPERATIONS REPORT

The Board next considered the Operations and Maintenance Report (**Exhibit D**). Mr. Thiry reported that the annual fire hydrant survey is scheduled for this week.

Mr. Thiry reported that Gen Solutions installed the new automatic transfer switch at the Wastewater Treatment Plant.

Mr. Thiry next reported on the Chasewood lift station. He stated that Eby received four (4) proposals to raise the lift station control panel two feet (2') above the flood level from Hurricane Harvey. Mr. Thiry stated that Resco Electric was the low bidder in the amount of \$10,785.87. He stated that the price may increase slightly due to the need to include steps for approximately \$500 more. He stated that he did not receive a TEC Form 1295 and will bring same to next month's meeting. The Board deferred action on the matter until next month's meeting.

The Board next considered the annual report on the District's Identity Theft Prevention Program. Mr. Thiry noted that there are no identify theft issues to report.

Mr. Thiry reported that lift pump no. 3 at lift station no. 2 needs to be replaced. He stated that EDP can replace lift pump no. 3 for \$13,551.00. After discussion, Director Theriot made a motion to authorize EDP to replace the lift pump no. 3 at lift station no. 2 for \$13,551.00. Director Garner seconded the motion, which unanimously carried.

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

CONSUMER CONFIDENCE REPORT

The Board next considered authorizing the operator to prepare a draft Consumer Confidence Report. After discussion, Director Theriot made a motion to authorize the operator to

prepare a draft Consumer Confidence Report for review by the Board. Director Garner seconded the motion, which carried unanimously.

IDENTITY THEFT PREVENTION PROGRAM

The Board next noted that the District's Identity Theft Prevention Program was discussed under the operations and maintenance report.

ENGINEERING REPORT

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

Mr. Eby reported on the status of the lift station rehabilitation project. He stated that materials have been ordered and construction should commence soon. He noted that construction will last approximately three (3) months.

Mr. Eby next reported on the flood mitigation and improvements at the WWTP. He stated that the design plans are complete and that Eby is working on the contract documents for the project. He stated that he anticipates advertising for bids in the next few weeks and will possibly have bids ready for review at next month's meeting. Mr. Eby stated that the new blowers will be bid as an alternate item so the Board can determine whether to keep the existing blowers or replace them.

Mr. Eby reported on the monthly inspection and maintenance of the flare by Patriot Production ("Patriot"). He stated that Patriot has not submitted an invoice this month, but that Patriot completed the repairs to the flare and should submit an invoice and report this week. He noted that Patriot's failure to submit monthly reports is likely due to the fact that the flare had not been working for the past several months.

Mr. Eby reviewed two (2) invoices received from Brian Gardens for the installation of mulch in the planting beds and tree wells at the park, installation of kiddie cushion and fall zone repair at the park and cleaning of the trails under the Jones Road bridge. He then reviewed two (2) invoices received from Signquick for the installation of signage on the trail and for the sign on Cypresswood Drive. Mr. Eby next reviewed an invoice received from Main Branch Tree Service for the removal of three (3) dead trees. He stated that he is still waiting on an estimate for the replacement of the chains on the swing set at the park.

Mr. Eby reported that ground storage tank no. 1 at Water Plant No. 1 was inspected last week but that he has not received a report for same. He stated that the preliminary evaluation showed that the interior needs to be painted.

Mr. Eby stated that he is meeting with representatives from the Federal Emergency Management Agency ("FEMA") tomorrow at Water Plant No. 1 to discuss the proposed improvements and flood mitigation plans. He stated that an electrician will likely be required to inspect the facilities to prove the prior damages.

Ms. Redden entered the meeting at this time.

Director Theriot reported that while she was walking on the trail she came across several Harris County employees who advised her that Harris County will be maintaining the trail from Jones Road to Cypresswood Drive. Director Theriot stated that she and Director Campbell will verify the information with Harris County. She stated that it may reduce the cost that the District is currently paying to Brian Gardens to perform maintenance to the subject area. Director Theriot also stated that Harris County is coordinating with Boy Scout troops to perform clean up projects in the area. She stated that Harris County has plans to plant more shrubbery to block the old trail.

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

DISCUSS TRAIL AGREEMENT WITH HARRIS COUNTY

The Board next deferred a discussion regarding the trail agreement with Harris County. The Board requested that the item be removed from the agenda.

STATUS OF CYPRESS CREEK FLOOD CONTROL COALITION

The Board next considered the status of the Cypress Creek Flood Control Coalition (the "Coalition"). Director Theriot stated that she and Director Garner attended the last Coalition meeting and that representatives from Harris County made a presentation on the proposed tunnel project. She presented a handout about tunneling for drainage purposes (**Exhibit F**) and stated that Harris County plans to spend \$250,000,000 on drainage projects. Director Theriot requested that Mr. Eby contact Mr. Roy Hoskis to ensure that the District is included in the drainage plans because Mr. Hoskis advised that Harris County already contacted the subdivisions that would be included in the plan. Mr. Eby agreed to follow up with Mr. Hoskis regarding the matter.

Director Theriot next stated that there are two (2) retention ponds within the District that she would like more information about and that she has requested same from Harris County.

Director Theriot stated that Harris County has twenty one (21) properties in the surrounding area where they are proposing to construct detention facilities. She stated that the County also plans to begin desilting Cypress Creek and correct the erosion issues.

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 Theriot made a motion to approve the Bookkeeper's Report, including the checks presented for payment. Director Campbell seconded the motion, which carried unanimously.

ITEMS FOR FUTURE AGENDAS

The Board next considered matters for possible placement on future agendas.

ADJOURNMENT OF BOARD MEETING

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


Secretary, Board of Directors

LIST OF EXHIBITS

April 1, 2019

- Exhibit A. Patrol Report
- Exhibit B Tax Assessor-Collector's Report
- Exhibit C Resolution Authorizing an Additional Penalty on Delinquent Taxes
- Exhibit D Operations and Maintenance Report
- Exhibit E Engineering Report
- Exhibit F Tunneling handout
- Exhibit G Bookkeeping Report