

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

Minutes of Board of Directors Meeting  
December 7, 2020

ACTIONS TAKEN

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1. The Board approved the minutes of the November 2, 2020 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 approved the Operations and Maintenance Report presented by EDP.
4. The Board approved the Engineering Report presented by Eby Engineers, Inc.
5. The Board approved the Bookkeeper's Report as presented by Claudia Redden & Associates, L.L.C., including the checks presented for payment.

The Board of Harris County Municipal Utility District No. 286 ("District") met in regular session by teleconference on December 7, 2020, in accordance with the duly posted notice of meeting, and the roll was called of the 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 via teleconference were Claudia Redden of Claudia Redden & Associates L.L.C.; Dennis Eby of Eby Engineers, Inc. ("Eby"); Eric Thiry of Environmental Development Partners, L.L.C. ("EDP"); Roshell Arterburn of Utility Tax Service, L.L.C. ("UTS"); Sergeant Gonzalez of the Harris County Constable's Office Precinct Four ("HCCO"); and Kara Richardson and Miranda Jones Rajevac 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 November 2, 2020. After discussion, Director Theriot made a motion to approve the minutes of the November 2, 2020, Board of Directors meeting, as presented. Director Campbell 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 Gonzalez reviewed the report and discussed the activity within the past month. He stated that there was one (1) stolen vehicle, one (1) burglary of a motor vehicle, one (1) assault, one (1) suspicious person and one (1) suspicious vehicle reported within the past month.

The Board next considered the status of security monitoring services. Director Rhodes stated that he had nothing new to report.

Sergeant Gonzalez disconnected from the call at this time.

#### **COMMENTS FROM THE PUBLIC**

The Board deferred comments from the public, as no members of the public were present.

## **DEVELOPERS' REPORTS**

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

## **APPROVE AUDIT REPORT**

The Board next deferred approval of the audit report for the fiscal year ended September 30, 2020 until next month's meeting.

## **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 November 30, 2020. The Board reviewed the total receivables, the cash balance, disbursements, and checks as reflected in the report. After discussion of the report, Director Rhodes made a motion to approve the Tax Assessor-Collector Report as presented and to approve the checks identified in the report for payment. Director Garner seconded the motion, which carried unanimously.

Ms. Richardson next presented the attached list of delinquent accounts, dated December 7, 2020, as prepared by the District's delinquent tax attorney, Perdue, Brandon, Fielder, Collins & Mott, L.L.P. (**Exhibit C**).

## **OPERATIONS REPORT**

The Board next considered the Operations and Maintenance Report (**Exhibit D**). Mr. Thiry reviewed the significant utility repairs within the past month.

Mr. Thiry reported that Neil Technical Services repaired the mechanical bar screen at the Wastewater Treatment Plant ("WWTP") and replaced the float switch, contacts and current monitor.

Mr. Thiry reported that the alarm dialer was repaired at the Water Plant.

Mr. Thiry reported that EDP submitted documents to the Federal Emergency Management Agency ("FEMA") requesting partial payment for the WWTP project prior to completion of the project and that FEMA has advised that the documents are still under review, but that payment could be received within sixty (60) days. He then reviewed the spreadsheet related to the status of the FEMA projects. Director Geaslen asked about attending the next teleconference meeting between EDP and FEMA. Mr. Thiry stated that he would provide the meeting information to Director Geaslen.

Mr. Thiry reported that EDP submitted the attached 2021 Homeland Security Contact Update Form to the Texas Commission on Environmental Quality.

Mr. Thiry reported on the emergency interconnect between the District and Malcomson Road Utility District (“MRUD”). He stated that EDP corrected the usage report from the incorrect meter read which reflected extremely high-water usage through the interconnect last month.

Mr. Thiry next reviewed the Delinquent Notice/Service Disconnection Report and Delinquent Accounts Report. He stated that three (3) delinquent account letters were mailed out and EDP will be placing a door hanger advising of water termination if payment is not received.

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

### **IMPROVEMENTS AND FLOOD MITIGATION AT THE WWTP**

The Board next considered the status of the construction contract with R&B Group Inc. (“R&B”) for improvements and flood mitigation at the WWTP. Mr. Eby reported that CenterPoint Energy (“CE”) is scheduled to install the CE meter by the end of the week.

### **ENGINEERING REPORT**

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

Mr. Eby reported on the status of the construction contract with CFG Industries (“CFG”) for improvements and painting at Water Plant No. 1. He reported that the painting is complete, and the final inspection was conducted with no issues found. Mr. Eby stated that he advised Ms. Redden to release the final payment to CFG.

Mr. Eby reported on the monthly inspection and maintenance of the flare by Patriot Production and stated that the District received a report and invoice for the month of November.

Mr. Eby asked the Board about adding mulch to the flower beds at the playground. Director Campbell recommended that the Board inspect the playground areas to see where mulch is needed. Mr. Eby stated that he will obtain an updated quote for laying mulch at the playground for the Board’s review.

Mr. Eby reported on the sinkhole on the side of Faulkey Gulley near the Water Plant. He stated that he contacted the contractor regarding the matter and that the sinkhole was repaired.

Mr. Eby reported that EDP is coordinating the meter installation for the HP CCM-3 building parking lot and stated that the tap fee has been paid. He also noted that the parking lot plans are currently under review by Harris County.

Mr. Eby reviewed correspondence to Lone Star College’s engineer, H2B, Inc., regarding the request for water and wastewater availability to serve the proposed Lone Star College Visual Performing Arts Center building. He stated that he provided the engineer with the District’s Rate

Order and Overall Utility Map and requested a deposit in the amount of \$7,500 for review of the site plan.

Mr. Eby reviewed correspondence to HP regarding the request for an analysis of remaining capacity in the District. He informed HP that the average daily flow for three domestic meters over the time period of February 2013 to August 2019 was approximately 162,000 gallons per day. Mr. Eby stated that based on the calculations, Eby is estimating that 143,750 gallons per day of water supply and wastewater treatment capacity is available for the redevelopment of the subject area. Director Garner asked about the District's current water supply and wastewater capacity. The Board requested that MRPC review operations reports from the minutes of Board meetings from 1999 through 2002.

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

### **CONSIDER STATUS OF SINKHOLE REPAIR LOCATED IN FAULKEY GULLY**

The Board next deferred consideration of the status of the sinkhole repair located in Faulkey Gully as same was previously discussed under the engineer's report.

### **DISCUSS HIKE AND BIKE TRAIL ALONG CYPRESS CREEK**

The Board next considered a discussion regarding the hike and bike trail along Cypress Creek. Director Geaslen reported that a response has not been received regarding the correspondence that was sent to the HCFCD on September 14, 2020, advising that the District will not pay the requested \$40,000 to fund the repair and replacement of portions of the trail which were damaged by HCFCD during its expansion of Faulkey Gulley and Anderson Ditch. He recommended that the District allow HCFCD more time to respond before terminating the trail agreement. The Board agreed with Director Geaslen's recommendation and requested that the item remain on the agenda to monitor the situation.

### **BOOKKEEPING REPORT**

The Board next considered the Bookkeeper's Report. Ms. Redden reviewed the Bookkeeping Report and Supplemental Report (**Exhibit F**), including the checks presented for payment. She noted that the check issued for payment to MRPC will be reflected on next month's report. After discussion, Director Garner made a motion to approve the Bookkeeper's Report, including the checks presented for payment. Director Rhodes seconded the motion, which carried unanimously.

### **DISCUSSION REGARDING PROCEDURES FOR JANUARY BOARD MEETING**

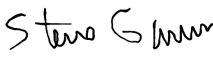
The Board next discussed procedures for the January Board meeting. After discussion, the Board concurred to hold the next Board meeting via teleconference on January 4, 2021.

**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.

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Secretary, Board of Directors

**LIST OF EXHIBITS**

December 7, 2020

- 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      Bookkeeping Report