

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

Minutes of Board of Directors Meeting

August 5, 2024

ACTIONS TAKEN

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1. The Board approved the minutes of the July 1, 2024, 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 a quote from LJA Environmental Services in the amount of \$10,500 for Lead and Copper Rule Revised Service Line Inventory.
4. The Board approved the Operations and Maintenance Report presented by Inframark.
5. The Board approved payment of an invoice from RG Miller in the amount of \$11,365.75 relative to the GIS system.
6. The Board approved the renewal Agreement from Patriot for the maintenance of the flare stack, effective August 1, 2024.
7. The Board approved the quote from Brian Gardens in the amount of \$11,197.40 for the reconnection of the irrigation system on the esplanades in front of the park.
8. The Board approved the Engineering Report presented by Eby Engineers, Inc.
9. The Board approved the Bookkeeper's Report as presented by Claudia Redden & Associates, L.L.C., including the checks presented for payment.
10. The Board approved participation in the annual water conservation meeting and authorized spending up to \$3,000 for the event.

The Board of Harris County Municipal Utility District No. 286 ("District") met in regular session at 13850 Cutten Road, Houston, Harris County, Texas 77069 on August 5, 2024, 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, except Director Rhodes, therefore constituting a quorum.

Also present were Claudia Redden of Claudia Redden & Associates L.L.C.; Dennis Eby of Eby Engineers, Inc. ("Eby"); Jeff Cotten of Inframark; Lita Lemus of Utility Tax Service, L.L.C. ("UTS"); Deputy Cousins of Harris County Sheriff's Office ("HCSO"), and Jacque Goodwin of Marks Richardson PC ("MRPC").

The President called the meeting to order.

#### **APPROVAL OF MINUTES**

As the first order of business, the Board considered approval of the minutes of the Board of Directors meeting held on July 1, 2024. After discussion, Director Theriot made a motion to approve the minutes of the July 1, 2024, Board of Directors meeting, as presented. Director Garner seconded the motion, which carried unanimously.

#### **STATUS OF SECURITY SERVICES WITH HARRIS COUNTY SHERIFF'S OFFICE**

The Board next considered the status of security services with the HCSO. Deputy Cousins discussed the activity within the District for the past month. He reported that the only notable event in the District over the past month was Hurricane Beryl and the resulting damage. He noted that a light pole is still down on Lakewood Crossing. Deputy Cousins discussed an incident wherein a resident had their license plate stolen outside the boundaries of the District and HCSO received the call. He stated that HCSO will be increasing traffic enforcement now that school is starting. Director Theriot then requested that HCSO contact her regarding National Night Out.

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

Mr. Eby entered the meeting at this time.

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

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

## **TAX ASSESSOR-COLLECTOR REPORT**

The Board next considered the Tax Assessor-Collector Report. Ms. Lemus presented the attached Tax Assessor-Collector Report (**Exhibit A**) dated July 31, 2024. She 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 approve moving the list of subject accounts to uncollectible. Director Campbell seconded the motion, which carried unanimously.

## **OPERATIONS REPORT**

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

Mr. Cardenas reported on the remaining amounts to be paid by the Federal Emergency Management Agency ("FEMA") totaling approximately \$150,000. He stated that Inframark is coordinating with Michelle Juliani of CohnReznik to submit a request for reimbursement which should be ready to submit soon.

Mr. Cardenas reported that the water main valve repairs are ninety percent (90%) complete.

Mr. Cotten reported that one of the interconnects was closed on Oak Crossing and needed to be opened. He also stated that Harris County MUD No. 468 used approximately 70 million gallons from April 16th to August 2nd and is scheduled to be off interconnect tomorrow. Mr. Eby recommended that all of the interconnect valves be inspected to ensure they are all functioning properly.

Mr. Cardenas reported on the offsite well damage that occurred on March 3, 2024. He stated that Electrical Field Services, Inc. ("EFS") replaced the stolen wire and encased the service riser at the pole with concrete. Mr. Cardenas stated that security was scheduled to patrol the site until the security system was back up and running. He stated that Water Plant No. 2 is back online.

Mr. Cotten reported on the status of the security system upgrade at Water Plant No. 2 by Advantage Security Integration. He stated that the system upgrade is complete and went back online on August 2nd. He noted that additional quotes have been requested for other thief deterrent measures.

Mr. Cardenas reported the Environmental Protection Agency ("EPA") is requiring all water systems subject to the lead and copper rules to determine the service line for each connection. He stated that there are two (2) items that need to be completed and submitted to the Texas Commission on Environmental Quality prior to October 17, 2024. Mr. Cardenas then presented the quote from LJA Environmental Services ("LJA") in the amount of \$10,500 for the Lead and Copper Rule Revised Service Line Inventory, Phases I and II, attached hereto as (**Exhibit C**). After discussion, Director Garner made a motion to approve the quote from LJA in the amount of \$10,500 for the Lead and Copper Rule Revised Service Line Inventory. Director Theriot seconded

the motion, which unanimously carried. Director Geaslen requested that Inframark obtain an additional quote for any contracts exceeding \$10,000 hereafter.

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

### **ENGINEERING REPORT**

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

Mr. Eby next reported on the status of the proposed pickleball court at Lakewood Crossing Park. He stated that plans were approved by the Harris County Flood Control District, but he is still waiting on approvals from Harris County. He stated that there have been discussions regarding the need for a drainage study, but he is arguing it is not needed because the location was previously a concrete pond which did not drain and was already impervious.

Mr. Eby next reported on the status of preparation of the Geographic Information System by RG Miller. He then presented an invoice from RG Miller in the amount of \$11,365.75 for 33% completion on the contract and recommended payment of same. Mr. Eby stated that he will coordinate with RG Miller to confirm the GIS is complete. After discussion, Director Campbell made a motion to approve payment of the invoice from RG Miller in the amount of \$11,365.75. Director Theriot seconded the motion, which unanimously carried.

Mr. Eby reviewed the Water Plant No. 1 monthly checklist for the month of July from Patriot Production & Rental Services, LLC ("Patriot") along with the related invoice and recommended payment of same.

Mr. Eby next presented a renewal Agreement from Patriot that includes an initial fee of \$4,265.00 for the first month and \$1,390.00 for each month thereafter for the maintenance of the flare stack, effective August 1, 2024. After discussion, Director Garner made a motion to approve the renewal Agreement from Patriot as detailed above. Director Campbell seconded the motion, which unanimously carried.

Mr. Eby next presented a quote from Brian Gardens in the amount of \$11,197.40 for the reconnection of the irrigation system on the esplanades in front of the park. He stated that Harris County disconnected the irrigation system following Hurricane Beryl. Director Geaslen recommended adding plants to the esplanade areas. Mr. Eby suggested getting the irrigation system fixed and then pursuing reimbursement from Harris County for the costs associated with the irrigation system repairs. Directors Geaslen and Theriot requested that Eby obtain a proposal for the purchase, design and installation of plants in the portion of the esplanade in front of the park that was closed off by Harris County, and replacement of any plants that have died. Directors Geaslen and Theriot recommended crepe myrtles, a Live Oak tree and azalea plants but noted they did not want a Bradford Pear tree. Mr. Eby agreed to same. After discussion, Director Theriot made a motion to approve the quote from Brian Gardens in the amount of \$11,197.40 for the reconnection of the irrigation system on the esplanades in front of the park. Director Campbell seconded the motion, which unanimously carried.

Mr. Eby next discussed the incident at the WWTP involving Mexcor. Mr. Eby stated that the Mexcor buildings were inspected and all looked good. He stated that all the meters were inspected, and all adequate backflow preventions were installed. Mr. Eby recommended that a semi-annual inspection be conducted to ensure all facilities are in order and functioning properly. The Board then asked the tax assessor-collector to review Mexcor records to ensure they are up to date on taxes. Ms. Lemus stated that Mexcor is up to date on taxes and noted that when she spoke to the Comptroller she was advised that the last payment was in September 2023.

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

### **ADOPTION OF INDUSTRIAL WASTE ORDER**

The Board next deferred consideration of the adoption of an Industrial Waste Order as Mr. Eby recommended that the District does not need to adopt an Industrial Waste Order. The Board requested this item be removed from the agenda.

### **BOOKKEEPING REPORT**

The Board next considered the Bookkeeper's Report. Ms. Redden reviewed the Bookkeeping Report (**Exhibit E**), including the checks presented for payment. Ms. Redden discussed page 37 for City of Houston sales tax revenues and noted that there is a large fluctuation in sales tax. Director Geaslen requested that UTS follow up on the matter to ensure there is not an error in sales tax revenues. After discussion, Director Garner made a motion to approve the Bookkeeper's Report, including the checks presented for payment. Director Campbell seconded the motion, which carried unanimously.

### **ADOPT OPERATING BUDGET**

The Board next considered adoption of the operating budget for the fiscal year ending September 30, 2024. Ms. Redden reviewed the draft budget with the Board. The Board deferred adoption of the budget until next month's meeting.

Director Geaslen stated that he would like to know how the District's consultants backup their systems and the procedures in place to protect District records from cyber security breaches.

### **DISCUSS ANNUAL WATER CONSERVATION MEETING**

The Board next discussed the annual water conservation meeting. Director Theriot asked the Board if it would like to participate in the meeting in conjunction with National Night Out on October 1, 2024. She requested approval to spend up to \$3,000 for the event. After discussion, Director Campbell made a motion to participate in the annual water conservation meeting and to authorize spending up to \$3,000 for the event. Director Garner seconded the motion, which unanimously carried.

**REPORT FROM TOUCHSTONE DISTRICT SERVICES**

The Board next considered a report from Touchstone District Services (“Touchstone”) for website management services. Director Theriot stated that Touchstone will attend next month’s meeting to report to the Board. She noted that the District’s website is now live.

**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.

A handwritten signature in cursive script, appearing to read "Steve Garner".

Secretary, Board of Directors

**LIST OF EXHIBITS**  
August 5, 2024

- Exhibit A Tax Assessor Collector's Report
- Exhibit B Operator's Report
- Exhibit C Engineering Report
- Exhibit D Bookkeeping Report