

MINUTES  
HARRIS COUNTY MUNICIPAL UTILITY DISTRICT NO. 230

August 5, 2019

The Board of Directors (the "Board") of Harris County Municipal Utility District No. 230 (the "District") met in regular session, open to the public, on the 5<sup>th</sup> day of August, 2019, at the offices of Allen Boone Humphries Robinson LLP, 3200 Southwest Freeway, Houston, Texas 77027, outside the boundaries of the District, and the roll was called of the members of the Board:

Gary J. Simpson	President
Paul Raschke	Vice President
Kathryn Wright	Secretary
Karla Y. Velasquez	Assistant Vice President
Luke Grainge	Assistant Secretary

and all of said persons were present, except Directors Wright and Grainge, thus constituting a quorum.

Also present were: Shannon Waugh of OffCinco; John Miner of Greenwood King Properties; Jack Carter of Dannenbaum Engineering; Merrie Talley of Talley Landscape Architects Inc.; Stephanie Viator of District Data Services, Inc.; James Woodring of Regional Water Corporation ("RWC"); Delia Yanez of Assessments of the Southwest, Inc. ("ASW"); David Beyer and Karen Sears of Storm Water Solutions LLC ("SWS"); and Greer Pagan, Nellie Connally and Veronica Seguin of Allen Boone Humphries Robinson LLP ("ABHR").

PUBLIC COMMENTS

No public comments were received by the Board.

SECURITY MATTERS

There was no discussion on this item.

DISTRICT WEBSITE MATTERS

Ms. Waugh presented and reviewed a website design and management proposal from OffCinco, a copy of which is attached. After review and discussion, Director Raschke moved to approve a Service Agreement with OffCinco, inclusive of the optional email and text subscriptions and SSL certification; subject to review and approval by ABHR, and direct it be filed appropriately and retained in the District's official records. Director Velasquez seconded the motion, which passed unanimously.

## FINANCIAL AND BOOKKEEPING MATTERS

Ms. Viator presented the bookkeeper's report, including the checks presented for payment, a year-to-date budget comparison, and investment report. After review and discussion, Director Raschke moved to approve the presented bookkeeper's report, including the checks presented for payment. Director Velasquez seconded the motion, which carried unanimously.

## 2019 TAX RATE, SET PUBLIC HEARING DATE, AND AUTHORIZE NOTICE OF PUBLIC HEARING REGARDING ADOPTION OF TAX RATE

There was no discussion on this item.

## TAX ASSESSMENT AND COLLECTION MATTERS AND DELINQUENT TAX COLLECTIONS

Ms. Yanez presented and reviewed the District's monthly tax report, including the delinquent tax list, the monthly collateral report, and the checks presented for payment, a copy of which is attached. Following review and discussion, Director Velasquez moved to approve the tax report, including payment of the presented checks. Director Raschke seconded the motion, which passed by unanimous vote.

## OPERATING MATTERS

Mr. Woodring presented and reviewed the monthly operator's report, a copy of which is attached. He discussed with the Board the monthly water production and sewer treatment cost averages and on the District's use of reclaimed water noting the District has saved \$925,918.50 in pumpage fees to date, by using reclaimed water for eligible projects and lake refilling.

Mr. James Woodring reported that the District's water accountability for the monthly reporting period was 94.30%.

Mr. James Woodring presented and recommended ratification of approval of certain repair and maintenance items in the District throughout the month totaling \$14,500.

Mr. James Woodring presented and reviewed a Payment Services Agreement with First Billing.

Mr. Woodring presented a customer appeal requesting an adjustment on a water bill due to an in house leak. The Board concurred to take no action on this request.

Mr. Woodring presented a customer appeal requesting an adjustment on a water bill due to high usage. He stated RWC has confirmed there is no leak on the District's

side of the meter and the meter is registering accurately. The Board directed Mr. Woodring to offer the customer a payment plan.

Mr. Woodring presented a customer appeal requesting an adjustment on a water bill due to a sprinkler line leak. The Board concurred to take no action regarding this request.

After review and discussion, Director Raschke moved to (1) approve the operator's report; (2) ratify approval of the repair and maintenance items, as presented; and (3) approve the Payment Services Agreement with First Billing, subject to final review and approval by ABHR and direct that it be filed appropriately and retained in the District's official records. Director Velasquez seconded the motion, which passed unanimously. Copies of the customer appeal letters are retained in the District's official records.

#### TERMINATION OF UTILITY SERVICE

Mr. Woodring presented a list of delinquent customers, and reported the residents on the termination list were delinquent in payment of their water and sewer bills and were given written notification, in accordance with the District's Rate Order, prior to the meeting of the opportunity to appear before the Board of Directors to explain, contest, or correct their bills and to show why utility services should not be terminated for reason of non-payment. Following review and discussion, Director Raschke moved to authorize termination of delinquent accounts, in accordance with the District's Rate Order, and direct that the delinquent customer list be filed appropriately and retained in the District's official records. The motion was seconded by Director Velasquez and passed by unanimous vote.

#### PARKS AND RECREATIONAL FACILITIES

Ms. Talley presented and reviewed the monthly landscape maintenance report, a copy of which is attached, including information on general park conditions, landscape maintenance, and the park facilities. She stated the monthly invoice from Key-Scape maintenance is \$12,883.90.

Ms. Talley stated Sustainable Growth of Texas's monthly invoice totaled \$3,000.

Ms. Talley stated the monthly invoice from Lake Pros is \$1,640.40, including \$940.40 for additional electrical equipment repairs.

Ms. Talley presented and reviewed an invoice in the amount of \$15,491.50 to Kraftsman for the park refurbishment equipment. She noted this would be the final invoice. She recommended final acceptance of this project.

Ms. Talley presented and reviewed a proposal between Talley Landscape Architects, Inc. and the District for landscape architect services related to the development of the Fairlane Village Park. The estimated serves total \$114,905.00. A copy of the proposal is attached to the landscape architect's report. She stated the estimate construction cost for the Fairlane Village Park is approximately \$1,000,000.00. Mr. Beyer noted the Fairlane Village detention pond includes a stormwater quality feature. He stated he will need to ensure any park improvements at the pond must meet with Harris County's approval.

After review and discussion, and based on the landscape architect's recommendation, Director Raschke moved to (1) approve the landscape maintenance report and payment of the monthly maintenance invoices; (2) approve the final invoice to Kraftsman for the park refurbishment equipment; and (3) approve the proposal of \$114,905.00 with Talley Landscape Architects, Inc. for landscape architect services related to the development of the Fairlane Village Park, subject to review and approval by ABHR, and direct it be filed appropriately and retained in the District's official records. Director Velasquez seconded the motion, which passed unanimously.

#### STORMWATER DETENTION POND MAINTENANCE AND REPAIR

Ms. Sears presented and reviewed a stormwater and detention pond maintenance report, a copy of which is attached.

Ms. Sears updated the Board on the potential repairs to the corrugated pipe at the Chasewood Technology Park Pond. She reported SWS has dye tested and investigated the pipe. Mr. Beyer reported on the results of the dye test and noted leaking was found on both ends of the pipe. He recommended removing, replacing and resealing the pipe at the inlet side and removing, replacing and resealing the pipe at the outlet side, including replacing 30-40 feet of pipe up to the junction box and slip lining the pipe to Cypress Creek. Discussion ensued regarding cost sharing the repair costs with Harris County Municipal Utility District No. 286. Mr. Beyer recommended authorizing approval on the inlet side pipe repairs first. He stated he will bring a proposal for the inlet side pipe work at the next meeting.

#### ENGINEERING MATTERS

Mr. Carter presented and reviewed an engineers' report, a copy of which is attached.

Mr. Carter stated he has received an inquiry from the property owners of the commercial site located on the corner of Highway 249 and Cypresswood Drive requesting permission to upgrade the District's adjacent lift station fencing, as discussed last month. Mr. Carter stated he responded the property owners that the

District would be interested in installing wrought iron fencing at the property owner's expense. He stated he has not received an update from the property owners.

Mr. Carter stated he is looking into additional parking construction for Summit Bridge Lane.

The Board reviewed Right of Way and Easement Agreements between the District and North Harris County Regional Water Authority granting the North Harris County Regional Water Authority waterline easements on 0.338-acre and 0.612-acre tracts in the District, respectively. The Board reviewed appraisal reports and discussed the North Harris County Regional Water Authority's offer of \$3,982.00 in consideration for the 0.338-acre tract easement and \$7,278.00 in consideration for the 0.612-acre tract easement. After review and discussion, Director Raschke moved to approve the Right of Way and Easement Agreements, subject to final ABHR review and approval, and direct they be filed appropriately and retained in the District's official records. Director Simpson seconded the motion, which passed unanimously.

ANNEXATION MATTERS

Ms. Seguin updated the Board on the status of the District's 4.9-acre annexation.

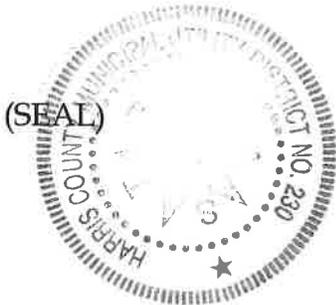
MINUTES

The Board considered approving the minutes of the July 1, 2019, regular meeting. After review and discussion, Director Raschke moved to approve the minutes, as presented. Director Velasquez seconded the motion, which was approved by unanimous vote.

SEPTEMBER MEETING DATE

The Board concurred to meet again on September 6, 2019.

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



*Katherine Wright*  
Secretary, Board of Directors

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