

MINUTES OF MEETING OF THE
BOARD OF DIRECTORS

June 28, 2016

THE STATE OF TEXAS

COUNTY OF HARRIS

NORTHWEST HARRIS COUNTY MUNICIPAL UTILITY
DISTRICT NO. 28

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The Board of Directors (the "Board") of Northwest Harris County Municipal Utility District No. 28 (the "District") met in regular session, open to the public, at 3327 La Mer Lane, Spring, Texas, the June 28, 2016, whereupon, the roll was called of the members of the Board of Directors, to-wit:

Anne Headley	-	President
Troy Zuckero	-	Vice President/Treasurer
Denean Bennett	-	Secretary
Patrick Donais	-	Assistant Secretary
Richard Doll	-	Director

All members of the Board of Directors were present thus constituting a quorum.

Also present at the meeting were Vicki Busboom, the District's Bookkeeper; Vickey Sullivan with Equi-Tax, Inc., the District's Tax Assessor/Collector ("TAC"); Robb Clark with Hays Utility South Corporation, the District's Operator ("Operator"); Mark Adam with Bleyl & Associates, the engineers for the District; Deputy Coulter and Deputy Cohen of Harris County Precinct 4 Constables Office; Andrew Dunn and Matt Dunn with Onsite Protection LLC ("Onsite"); Michael Murr of Murr Inc., landscape architect ("Murr") and Timothy G. Green, attorney, and Beth Van Doren, paralegal, of Coats|Rose P.C., legal counsel for the District.

WHEREUPON, the meeting was called to order at 4:30 p.m. The posted notice of the meeting is attached hereto as Exhibit "A".

HEAR FROM THE PUBLIC

No member of the public was present.

CONSTABLE'S REPORT

The Board recognized Deputy Coulter who reviewed a police report for the District.

HEAR ONSITE PROTECTION REPORT AND CONSIDER ANY ACTION

The Board recognized Mr. Dunn who updated the Board on the status of the security cameras and presented specifications of the cameras installed, a copy of which is attached hereto as Exhibit "B". Next, he displayed and reviewed screen shots of the various cameras that have been installed at each location.

The Board noted that the cameras had been adjusted to satisfactorily capture images both coming and going. They furthered that Deputy Coulter was able to get the information he needs.

After further discussion and based on a motion by Director Zuckero, seconded by Director Donais, the Board voted unanimously to accept Onsite's work to date. Deputy Coulter will continue to monitor and randomly test the cameras between meeting dates.

APPROVAL OF MINUTES

The Board considered approving the minutes from the meeting held May 24, 2016, which were previously distributed to the Board. Based on a motion made by Director Bennett, seconded by Director Zuckero, the Board voted unanimously to approve the minutes from the meeting held on May 24, 2016, with corrections.

TAX ASSESSOR'S REPORT

Ms. Sullivan reviewed and discussed the TAC report, a copy of which is attached hereto as Exhibit "C". She reported that 98.9% of 2015 taxes have been collected.

Following a discussion regarding the TAC's report, and based on a motion made by Director Doll, seconded by Director Donais, the Board voted unanimously to accept the tax assessor/collector's report, as presented and approve payment of the checks listed in the report.

BOOKKEEPER'S REPORT/AUTHORIZE PAYMENT OF DISTRICT'S BILLS

Evaluation of MUD Meeting Locations

Director Zuckero presented an *Evaluation of Go Forward MUD Meeting Locations*, a copy of which is attached hereto as Exhibit "E". In Step 1 Director Zuckero established the top criteria to be used in evaluating the different meeting location options to help facilitate a decision. Step 2 identified the top alternatives to be considered for future meeting locations. Finally, he applied the criteria identified in Step 1 against the top alternatives identified in Step 2 providing a numerical value for each option. Additional information is needed to finalize the evaluation.

The Board noted that Director Doll left the meeting at this point.

Ms. Busboom presented the Bookkeeper's report for the period ending June 28, 2016 and checks were presented for approval. A copy of the Bookkeeper's report is attached hereto as Exhibit "D".

Ms. Busboom presented support documentation for the check payable to Priscilla Scott which was previously held. The Board accepted the back up and authorized release of Ms. Scott's check.

Next, Director Bennett stated that she has not been able to resolve the AEI Engineers, Inc. invoice. The Board requested the check be held until the resolution of the invoice.

Following discussion of the Bookkeeper's report, upon a motion by Director Zuckero, second by Director Donais, the Board voted unanimously to approve the Bookkeeper's report and approve payment of the remainder of the checks listed therein.

Alarm, Internet and Phone Services

The Board noted that the internet service was turned off last month. Before the District discontinues the phone service, Ms. Sullivan will schedule a service call with the alarm service provider to ensure that the alarm is working property. It was noted that although the alarm has activated no calls have been made from the alarm company. After further discussion and based on a motion by Director Zuckero which was seconded by Director Bennet, the Board voted unanimously authorize Ms. Sullivan to ensure the alarm system is properly working and then to discontinue the phone service.

RECEIVE OPERATOR'S REPORT

The Board recognized Mr. Clark who presented the Operator's report for June. Mr. Clark updated the Board on operation matters in the District, including delinquent accounts. A copy of the Operator's report is attached hereto as Exhibit "F".

Director Headley reported to Mr. Clark that water was ponding between the meeting house and the next door neighbor. She requested Mr. Clark report his findings to the Board next month.

After further discussion and based upon a motion by Director Donais, seconded by Director Zuckero, the Board voted unanimously to approve the Operator's Report.

RECEIVE ENGINEER’S REPORT

The Board recognized Mr. Adam who presented the Engineer’s report, a copy of which is attached hereto as Exhibit “G”.

Klein ISD/MUD 36 WSP Financial Analysis

The Analysis will be updated as more historical data is reviewed and incorporated.

5 Year Capital and Maintenance Plan

Additional information has been added to the draft template presented at the previous board meeting. Limited information from Meadowhill and MUD 36 has been received. Neither entity has prepared long term forecasting for major facility improvements. The Board requested Mr. Adam and Ms. Busboom create general ledger line items separating monies collected for reserves versus expenses to cover future Klein ISD repairs and maintenance.

Bond Issue Engineering Report

Initial preparation work has been started.

After further discussion and based upon a motion by Director Bennett, seconded by Director Zuckero, the Board voted unanimously to approve the Engineer’s report.

Review and Consider Designers and Contractors for Fence Project

The Board recognized Mr. Murr who presented a diagram identifying fence regions, types, height, columns and modify entrances. After further discussion and based on additional input, Mr. Murr stated he would incorporate the changes and obtain cost estimates for the next meeting.

ATTORNEY’S REPORT

Review and discuss status of perimeter fence line easements.

The Board reviewed the status of the perimeter fence line easements. The Board noted that there were still easements to be obtained. No action was taken.

HEAR REPORT ON WEBSITE DEVELOPMENT

The Board tabled this agenda item.

HEAR UPDATE ON TRASH COLLECTION AND RECYCLING

Director Bennett stated that she is currently working with several companies to obtain quotes. No action was taken on this agenda item.

CONSIDER ADOPTING PROCEDURES REGARDING DIRECTOR'S CORRESPONDENCE ON BEHALF OF THE DISTRICT

Next, Director Bennett stated she would work with the Attorney to prepare procedures for Director's correspondence. Action was deferred on this agenda item.

CONSIDER ADOPTING PROCEDURES REGARDING AUTHORIZING CONSULTANTS TO PERFORM CERTAIN ACTIVITIES FOR THE BOARD

Finally, the Board requested the attorney to prepare written procedures regarding Directors communications with the District Consultants.

There being no further business to come before the Board, and based on a motion duly made and seconded, the meeting was adjourned

PASSED, APPROVED and ADOPTED this 26th day of July, 2016.

(DISTRICT SEAL)

Secretary, Board of Directors