

MINUTES OF MEETING
OF THE
BOARD OF DIRECTORS

JULY 25, 2017

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"), noticed a regular session, open to the public, to be held at 6:30 p.m., on Tuesday, July 25, 2017, at 20811 Normandy Forest Drive, Spring, Texas 77388, a designated meeting place located inside the boundaries of the District. Whereupon, at 6:33 p.m., the roll was called of the members of the Board, to-wit:

E. Dwight Osteen, II	-	President
Thomas Pratt	-	Vice President
Richard C. Doll	-	Secretary
Denenan A. Bennett	-	Assistant Secretary
Troy Zuckero	-	Assistant Secretary

All members of the Board were present, thus constituting a quorum. Copies of the notices are attached hereto.

Also present at the meeting were Vicki Busboom of VLB Bookkeeping Services ("VLB"), Bookkeeper for the District; Mark Adams of Bleyl & Associates ("Bleyl"), Engineers for the District; David Ferrier of Equi-Tax, Inc. ("Equi-Tax"), Tax Assessor for the District; Robb Clark of Hays Utility South ("Hays"), Operator for the District; Deputy Ketrick McCutcheon and Sgt. William Colley, Deputy Constables with Harris County Precinct 4; Ryan LaRue of Sanford Kuhl Hagan Kugle Parker Kahn LLP ("SK Law"), Attorneys for the District; Steve Garza and John Staley of Aber Fence; and Thomas L. Norris of PermaCast.

ENGAGE ATTORNEY

The Board next considered engaging attorneys to represent the District as general, bond, and delinquent tax counsel. Mr. LaRue submitted to and reviewed with the Board a proposed Legal Fee Agreement between the District and SK Law for general and bond counsel services and explained that the District would be billed monthly on an hourly basis for certain general services rendered to the District which include, among others, all matters required for conducting elections, negotiating contracts, attending Board of Directors meetings, and any follow-up work which would be required after these meetings, including drafting the minutes for each Board meeting. Mr. LaRue also explained that the District would be billed on a percentage basis for services rendered to the District in connection with the issuance of bonds.

Mr. LaRue also submitted to and reviewed with the Board a proposed Legal Fee Agreement between the District and SK Law for the collection of delinquent taxes and explained that the SK Law's fees for collection of delinquent taxes are paid by the property owner. Mr. LaRue noted that the required Form 1295 had been filed with the TEC.

Upon motion by Director Doll, seconded by Director Pratt, and after full discussion, the Board voted unanimously to engage SK Law as the District's general, bond, and delinquent tax attorney and to authorize the President and Secretary to execute the Legal Fee Agreements with SK Law, as submitted. Copies of the Agreements are on file in the in the official records of the District.

HEAR FROM PUBLIC

The Board noted that no public was present who wished to address the Board.

WEBSITE REPORT

The Board recognized Director Bennett who, on behalf of Off Cinco, presented the Website Report for the period June 25 through July 24, 2017.

The Board noted that no action was necessary in connection with the Website Report. A copy of the Report is on file in the official records of the District.

CONSTABLE'S REPORT

The Board recognized Deputy Ketrick, who updated the Board on calls/complaints originating in the District. The Board recognized Sgt. Colley, who introduced himself to the Board.

The Board noted that no action was necessary in connection with the Constable's Report. A copy of the Report is on file in the official records of the District.

WALL CONTRACTORS

The Board recognized Mr. Garza and Mr. Staley, of Aber Fence, who introduced themselves and provided the Board a brief overview of their company. Mr. Garza then presented various details regarding Aber's fence system. Mr. Garza advised that, if chosen to build the District's wall, Aber would require a deposit advance prior to commencing construction.

The Board then recognized Mr. Norris of PermaCast, who introduced himself and provided a brief overview of his company. Mr. Norris then presented various details regarding PermaCast's fence system.

The Board recognized Mr. Adam, who advised that the contract for construction of the District's wall would be sent out for bids in accordance with the statutory guidelines for governmental entities.

The Board noted that no action was necessary in connection with the presentations of Aber Fence and PermaCast.

ENGINEER'S REPORT

The Board recognized Mr. Adam, who presented to and reviewed with the Board the Engineer's Report, a copy of which is on file in the official records of the District.

Upon motion by Director Pratt, seconded by Director Zuckero, and after full discussion, the Board voted unanimously to approve the Engineer's Report, as submitted.

FINANCIAL ADVISOR'S REPORT

No report was offered.

TAX ASSESSOR-COLLECTOR'S REPORT

The Board recognized Mr. Ferrier, who presented to and reviewed with the Board the Tax Assessor-Collector's Report for June 2017, a copy of which is on file in the official records of the District. Mr. Ferrier also presented to and reviewed with the Board an Agreement with First Billing Services, LLC, which Agreement provides authorization for the Tax Assessor to collect taxes via credit card and e-check transactions. Mr. Ferrier also noted that the required Form 1295 had been filed with the TEC by First Billing Services.

Upon motion by Director Bennett, seconded by Director Pratt, and after full discussion, the Board voted unanimously to approve the Tax Assessor-Collector's Report and the Agreement with First Billing Service, LLC, as submitted.

BOOKKEEPER'S REPORT

The Board recognized Ms. Busboom, who presented to and reviewed with the Board the Bookkeeper's Report, invoices submitted for payment, and the Quarterly Investment Report, copies of which are on file in the official records of the District.

Upon motion by Director Doll, seconded by Director Pratt, and after full discussion, the Board voted unanimously to approve the (1) Bookkeeper's Report; (2) payment of invoices; and (3) Quarterly Investment Report.

OPERATOR'S REPORT

The Board recognized Mr. Clark, who presented the Operator's Report for June 2017, a copy of which is on file in the official records of the District.

Upon motion by Director Pratt, seconded by Director Doll, and after full discussion, the Board voted unanimously to approve the Operator's Report June 2017, and authorize termination of delinquent accounts.

SECURITY COMMITTEE'S REPORT

Director Thomas presented to and reviewed with the Board proposals for upgrades and improvements to the District's existing security system, copies of which are on file in the official records of the District.

The Board noted that no action was necessary in connection with the Security Committee's Report.

APPROVAL OF MINUTES

The Board deferred action on approval of Minutes from the Board's prior meetings.

ATTORNEY'S REPORT

District Registration Form

The Board recognized Mr. LaRue, who noted that the District is required to amend and update its Registration Form on file with the Texas Commission on Environmental Quality ("TCEQ") whenever the District changes consultants.

Upon motion by Director Doll, seconded by Director Bennett, and after full discussion, the Board voted unanimously to authorize preparation of a revised District Registration Form and filing of same with the TCEQ.

Order Designating Administrative Office and Additional Meeting Place Outside of District

The Board then considered adoption of a proposed Order Designating Administrative Office and Designating an Additional Meetings Place Outside the District. The Board recognized Mr. LaRue, who advised that the District had previously designated the office of Coats Rose, the District's former attorney, as the District's administrative office. Additionally, Mr. LaRue advised that if a District holds board meetings outside the District, an order must be adopted designating any such place as a meeting place of the Board and that notice of such designation must be published in a newspaper of general circulation within the county or counties where the District is located.

Mr. LaRue then submitted to and reviewed with the Board a proposed Order which (1) designates 1980 Post Oak Boulevard, Suite 1380, Houston, Texas 77056, as the District's administrative office; and (2) designates 1980 Post Oak Boulevard, Suite 1380, Houston, Texas 77056; as a meeting place for the Board outside the boundaries of the District.

Upon motion by Director Doll, seconded by Director Bennett, and after full discussion, the Board voted unanimously to adopt the Order Designating Administrative Office and Designating Additional Meeting Place Outside the District, as submitted, and to authorize Mr. LaRue to have notice of the designation published in a newspaper of general circulation within Harris County.

Order Amending Records Management Plan

The Board recognized Mr. LaRue, who submitted to and reviewed with the Board a proposed Order Amending Records Management Program and an Order Amending Records Management Schedules and Controls. Mr. LaRue advised that the District had previously designated Coats Rose as its Records Management Officer to maintain the District's official files. He stated that the proposed Amended Orders would name SK Law as the Records Management Officer.

Upon motion by Director Doll, seconded by Director Bennett, and after full discussion, the Board voted unanimously to adopt the Order Amending Records Management Program and Order Amending Records management Schedules and Controls, as submitted, and authorize SK Law to complete and file the necessary forms with the Texas State Library and Archives.

Annual Review of Investment Policies and Procedures

The Board recognized Mr. LaRue, who reminded the Board that the Public Funds Investment Act requires the Board to review the District's Investment Policy annually and consider making any changes thereto. Mr. LaRue recommended that no changes be made to the Investment Policy at this time other than to update the list of authorized brokers for the District, which updated list had been provide by the District's bookkeeper.

Upon motion by Director Doll, seconded by Director Bennett, the Board voted unanimously not to make any changes to the District's Investment Policy, other than to update the list of authorized brokers for the District, and to adopt the Resolution Evidencing Review of Investment Policy and Investment Strategies.

ADJOURNMENT

There being no further business to come before the Board, upon motion made, seconded, and approved unanimously, the meeting was adjourned.

PASSED, APPROVED, AND ADOPTED, this 22nd of August, 2017.




Secretary, Board of Directors