

MINUTES OF MEETING OF THE
BOARD OF DIRECTORS

April 25, 2017

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 Meadowhill Regional Municipal Utility District at 21219 Nottinghill Dr., Spring, Texas 77388, on April 25, 2017, 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 with Director Bennett entering at 4:50 pm.

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; Sgt. Hodges of Harris County Precinct 4 Constables Office; and Samuel Johnson, attorney, and Beth Van Doren, paralegal, of Coats|Rose P.C., legal counsel for the District.

WHEREUPON, the meeting was called to order at 4:35 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 Sgt. Hodges who stated that the officers within the District had written 70 citations in the last 22 days. He also stated that Deputy McCutchen's unit number was changed from 526 to 473. He further noted that the reports from residents were minimal resulting in basically a zero crime rate.

Next, the Board discussed the District's security cameras and whether or not they are working. Sgt. Hodges stated that no one has asked him about the cameras until this meeting. He also stated that he was unaware of anyone under his command saying the cameras were not working. It was further noted that the intention of the cameras was to be used as a tool, not as a key piece of evidence. Director Headley noted that the security system was bought, paid for and accepted by the Board.

No action was taken on this agenda item.

TOWN HALL MEETING

Director Headley updated the Board on the recent Town Hall Meeting. She noted that Directors Headley, Zuckero, Bennett and Donais were in attendance. The residents at the meeting stated that they appreciated the open communication and would like to see this format once or twice a year, on Saturdays.

HEAR WEBSITE REPORT

Director Bennett stated that there was one (1) "Contact Us" inquiry since the last meeting. She noted that she is now posting the "contact us" inquiries along with the answers on the website.

APPROVAL OF MINUTES

The Board noted that while the minutes from the February 28, 2017 meeting were offered, the minutes from the meetings of March 28 and April 3, 2017 were not yet available.

After further discussion and based on a motion made by Director Zuckero, seconded by Director Donais, the Board voted unanimously to approve the minutes from the meeting held on February 28, 2017.

TAX ASSESSOR'S REPORT

Ms. Sullivan reviewed and discussed the TAC report, a copy of which is attached hereto as Exhibit "B". She reported that 97.8% of 2016 taxes have been collected as of March 31, 2017.

Following a discussion regarding the TAC's report, and based on a motion made by Director Zuckero, seconded by Director Doll 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

The Board recognized Ms. Busboom who presented the Bookkeeper's report for the period ending April 25, 2017 and checks were presented for approval. A copy of the Bookkeeper's report is attached hereto as Exhibit "C".

Ms. Busboom noted that the budget needs to be amended to reflect actual wall costs.

Director Zuckero requested that consultant reports be loaded into a Dropbox for Directors to review. He stated that he would like to start with the Bookkeeper and Operator's reports as a test run.

Klein ISD balances for repair escrow and water/sewage usage

Ms. Busboom noted that the line items for the escrow were not ready for inclusion in the report.

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

RECEIVE REPORT FROM DIRECTOR ZUCKERO

Give Back to the Community Initiative

Director Zuckero reminded the Board of the successful sale of the MUD house. He noted there are multiple ideas for the reinvesting the funds into the community including: (i) one month reduction in monthly water bill for two consecutive years; (ii) give HOA \$100,000 toward renovating the clubhouse; (iii) installing sidewalks between the District and the local schools at a cost of approximately \$100,000; and (iv) replace neighborhood street signs.

Director Zuckero stated that he had identified the individuals at the County and KISD who are responsible for capital improvements. In an effort to partner for the sidewalks, he has contacted both and is waiting for return calls. He also suggested the sidewalks could be installed gradually as small District projects.

Next, Director Zuckero said he had met with the street sign company and was told that the District would be required to work with a designer who in turn works directly with the sign company.

No action was taken on this agenda item.

Discuss and consider action on Amendment to Water Production Facilities Agreement with Meadowhill Municipal Utility District

Director Zuckero stated that the efforts to amend the Water Production Facilities Agreement with Meadowhill Municipal Utility District were on hold. He further stated that that Director Donais has taken the lead to work on a simplified consumption solution.

Discuss initiating an e-meter pilot program

Director Zuckero presented a brochure regarding a Smart Meter Pilot Plan, a copy of which is attached hereto as Exhibit "D". He stated that these meters would allow the resident to track water usage and water patterns and set alerts. Director Zuckero stated he would continue his investigation into this product.

Update on HGAC grant opportunities for 2017

Finally, Director Zuckero noted that he had been informed by HGAC that no grant monies would be available in 2017.

RECEIVE OPERATOR'S REPORT

The Board recognized Mr. Clark who presented the Operator's report for March. 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 "E".

Mr. Clark stated that beside the sewer outage on April 16, the operator had received only one resident complaint this month.

Mr. Clark also presented a draft of the Annual Consumer Confidence Report for the Board to review, a copy of which is attached hereto as Exhibit "F".

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

Review status of fees charged and billing process to Normandy Forest Homeowners Association

Next, Director Headley reminded the Board that Mr. Clark was requested to research the HOA bills back to 2012 when the billing methodology for the HOA was revised, a copy of such report is attached hereto as Exhibit "G". It was noted that when Director Headley attended the annual HOA meeting she discovered that the HOA was paying a water bill greater than she understood they would be billed. Director Headley requested the operator analyze the HOA bills since the implementation of the HOA agreement in 2012 to determine if the HOA had been overbilled.

After review of Mr. Clark's report, it was determined that the HOA had been overbilled by \$9,860.34 since 2012. The Board asked Mr. Johnson if there is any statute of limitations that would prevent the HOA from suing the District regarding the overbilling. Mr. Johnson said he thought there might be a 3 year statute of limitations but he would have to research it further. The Board requested Mr. Johnson research if there is a statute of limitations that would prevent the HOA from suing the District to recover any of the overbilling. After further discussion, a motion was by Director Zuckero that the Board write a check today to refund the HOA the last three years of overpayments. Such motion was seconded by Director Bennett with the caveat that if Mr. Johnson determines there is a longer statute of limitations that would not prevent the HOA from recovery beyond the three years, at a future board meeting the board would consider writing a check for the additional amount. Such motion was approved with four (4) Directors voting in favor and Director Doll voting against.

Hear fire hydrant report

The Board deferred action on this agenda item until next month.

Hear Report on Sewer outage on April 16, 2017

Mr. Clark stated that a sewer line blockage was reported on April 16, 2017. It was determined that the inflow preventer was stuck in the pipe therefor creating a blockage. Searchpoint was immediately contacted to resolve the issue.

RECEIVE ENGINEER'S REPORT

The Board recognized Mr. Adam who presented the Engineer's report, a copy of which is attached hereto as Exhibit "H".

Review Status of Wall Project

The project plans are approximately 75% complete. The engineer continues to work around several obstructions including existing buried utilities and landscaping. Mr. Murr is working on the entry improvements for Normandy Forest and La Fleur Drive. A committee meeting is tentatively scheduled for next week.

The engineer is currently working on the bond application and the design and noted that once the bond application is submitted and approved, the project will go out for bid. A copy of Bond Issue No. 5 is attached hereto as Exhibit "I".

Hear Status of Outstanding Easements

Along with the HOA easements, there is only one (1) residential easements outstanding.

Discuss and review Revised Lift Station Agreement


Meadowhill has been serving several developments along Spring Cypress Road that are served by the joint lift station. Since these areas, along with other future areas, will be served by the joint lift station, the current agreement will need to be modified to adjust capacity allocations. No action was taken on this agenda item.

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

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 September, 2017.




Secretary, Board of Directors

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

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 24th day of October, 2017.



Secretary, Board of Directors