

MINUTES OF MEETING  
OF THE  
BOARD OF DIRECTORS

NOVEMBER 28, 2017

STATE OF TEXAS                                   §  
  §  
COUNTY OF HARRIS                           §  
  §  
NORTHWEST HARRIS COUNTY               §  
MUNICIPAL UTILITY DISTRICT NO. 28   §

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, November 28, 2017, at 20811 Normandy Forest Drive, Spring, Texas 77388, a designated meeting place located inside the boundaries of the District. Whereupon, at 6:30 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           |
| Denean 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; Austin Beck of Bleyl & Associates (“Bleyl”), Engineers for the District; David Ferrier of Equi-Tax, Inc, (“Equi-Tax”), Tax Assessor for the District; Shannon Waugh of Off Cinco, Website Manager for the District; Robb Clark of Hays Utility South (“Hays”), Operator for the District; Mark Eyring of Roth & Eyring, the District’s Auditors; Sgt. William Colley with Harris County Precinct 4; and Ryan LaRue of Sanford Kuhl Hagan Kugle Parker Kahn LLP (“SK Law”), Attorneys for 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 presented the Website Report for the period October 16 through November 14, 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.

Ms. Waugh, who presented a proposed amended Service Agreement. After discussion between and among the Directors, the Board elected to defer action on the proposed amended Service Agreement.

### **CONSTABLE'S REPORT**

The Board recognized Sgt. Colley, who updated the Board on calls/complaints originating in the District. Sgt. Colley also advised that Deputy McCutcheon was out of the office on family leave following the birth of his child, and that he is still arranging for another Deputy will be providing services during Deputy McCutcheon's leave, if necessary.

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.

### **ENGINEER'S REPORT**

The Board recognized Mr. Beck, 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 Bennett, seconded by Director Pratt, 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 October 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 Tax Assessor-Collector's Report.

### **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 Investment Report, copies of which are on file in the official records of the District.

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

Discussion was had between and among the Board regarding capital improvement projects. Upon motion duly made and seconded, the Board voted unanimously to establish a sub-committee consisting of Directors Osteen and Doll to meet with Klein I.S.D. to discuss capital improvements.

### **OPERATOR'S REPORT**

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

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

### **SECURITY COMMITTEE'S REPORT**

No report was offered.

**APPROVAL OF MINUTES**

The proposed Minutes of the meeting of the Board held October 24, 2017, previously distributed to the Board were presented for consideration and approval. After discussion, the Board elected to defer action on approval of the Minutes of October 24, 2017.

**ATTORNEY'S REPORT**

**Consent Agenda**

The Board deferred action on this item.

**December 2017 Meeting Date**

The Board next considered changing the December 2017 meeting date.

Upon motion duly made and seconded, the Board voted unanimously to change the December 2017 meeting date from December 26 to December 19.

**Park Bonds**

The Board recognized Mr. LaRue, who provided a brief update on the status of the park bonds to be issued, noting that the Board will consider approval of the Preliminary Official Statement at its December 19, 2017, meeting, with the sale of the bonds occurring on January 23, 2018, and closing/funding in February 2018.

**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 19th day of December, 2017.



  
Secretary, Board of Directors

**AGENDA**  
**NORTHWEST HARRIS COUNTY MUNICIPAL UTILITY DISTRICT NO. 28**

Notice is hereby given that, pursuant to V.T.C.A. Government Code, Chapter 551, the Board of Directors of Northwest Harris County Municipal Utility District No. 28 will meet in regular session, open to the public, at 6:30 p.m., on Tuesday, November 28, 2017, at Normandy Forest Clubhouse, 20811 Normandy Forest Drive, Spring, Harris County, Texas 77388, at which meeting the following items will be considered and acted on:

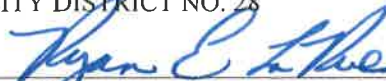
1. Hear from Public (each speaker limited to 3 minutes);
2. Hear Website Report and take any action thereon, including: (5 minutes)
  - (a) discuss and take action on "Contact Us" questions/comments/concerns;
  - (b) discuss and take action on annual review of website, including considering renewal/amendment to contract with Off Cinco;
3. Hear Constable's Report and take any action thereon; (10 minutes)
4. Hear Engineer's Report and take any action thereon, including: (20 minutes)
  - (a) consider authorizing Engineer to proceed with the design of District facilities;
  - (b) consider approving plans and specifications of District facilities;
  - (c) consider authorizing Engineer to advertise for bids for District projects;
  - (d) consider and act on wall construction;
5. Hear Financial Advisor's Report and take any action thereon;
6. Hear Tax Assessor/Collector's Report, and take any action thereon, including: (10 minutes)
  - (a) consider approving payment of tax bills;
  - (c) consider candidates for write-off from delinquent tax roll;
7. Hear Bookkeeper's Report and take any action thereon, including: (10 minutes)
  - (a) consider approving payment of bills;
  - (b) consider approving Investment Report; and
  - (c) review Klein ISD balances for repair escrow and water/sewer usage;
8. Hear Operator's Report, and take any action thereon, including: (10 minutes)
  - (a) consider authorizing repairs to District facilities;
  - (b) consider authorizing maintenance to District facilities;
  - (c) consider approving termination of service to delinquent accounts;
9. Hear Security Committee's Report and take any action thereon; (10 minutes)
10. Consider approving Minutes of meetings held June 20, 2017; June 27, 2017; and October 24, 2017;
11. Hear Attorney's Report and take any action thereon, including:
  - (a) discuss use of Consent Agenda at future meetings;
  - (b) consider changing December meeting date;
  - (c) hear status on Park Bonds.

Pursuant to V.T.C.A. Government Code §551, the Board of Directors may convene in closed session in relation to any agenda item included in this Notice with such closed session to be held at the date, hour, and place given in this Notice concerning any and all subjects for any and all purposes permitted by V.T.C.A Government Code Chapter 551, including but not limited to, private consultation with the District's Attorneys on any or all matters or subjects authorized by law, pending or contemplated litigation, personnel matters, real estate transactions, security devices, economic development negotiations and/or gifts and donations.

EXECUTED the 21st day of November, 2017.

NORTHWEST HARRIS COUNTY MUNICIPAL  
UTILITY DISTRICT NO. 28

By: \_\_\_\_\_



Ryan LaRue  
Sanford Kuhl Hagan Kugle Parker Kahn, LLP  
Attorneys for the District



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11/21/2017 PERSONAL  
\$9.00 MFR - NOTICE MTG

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EXECUTED the 21st day of November, 2017.

NORTHWEST HARRIS COUNTY MUNICIPAL  
UTILITY DISTRICT NO. 28

By: *Ryan LaRue*  
Ryan LaRue  
Sanford Kuhl Hagan Kugle Parker Kahn, LLP  
Attorneys for the District

*Stan Stewart*  
COUNTY CLERK  
HARRIS COUNTY, TEXAS

2017 NOV 21 AM 9:53

FILED



CERTIFICATE OF POSTING OF NOTICE OF MEETING

THE STATE OF TEXAS §  
HARRIS COUNTY §  
NORTHWEST HARRIS COUNTY MUNICIPAL UTILITY DISTRICT NO. 28 §

I, Marcia Stoppelberg, the undersigned, hereby state that I posted the attached Notice of Meeting of the Board of Directors of Northwest Harris County Municipal Utility District No. 28 at 20811 Normandy Forest Drive, Spring, Texas, the location inside the boundaries of the District designated for the posting of agendas, on the 21<sup>st</sup> day of November, 2017 at 12:06 o'clock p.m., which time was not less than 72 hours prior to the scheduled time of the meeting.

  
(Name)

CERTIFICATE OF POSTING OF NOTICE OF MEETING

THE STATE OF TEXAS §

COUNTY OF HARRIS §

NORTHWEST HARRIS COUNTY MUNICIPAL UTILITY DISTRICT NO. 28 §

I, Tara Smith, the undersigned, hereby state that I posted the attached Notice of Meeting of the Board of Directors of Northwest Harris County Municipal Utility District No. 28 in the administrative office at Sanford Kuhl Hagan Kugle Parker Kahn, LLP., 1980 Post Oak Boulevard, Suite 1380, Houston, Texas 77056 at 9:00 a.m., on November 21, 2017 which time is more than 72 hours before the meeting.

  
\_\_\_\_\_  
Tara Smith



Date: 11-28-17

**ATTENDANCE LIST**  
**Northwest Harris County MUD No. 28**

- E. Dwight Osteen, II (President)
- Thomas Pratt (Vice President/Treasurer)
- Richard C. Doll (Secretary)
- Denean A. Bennett (Asst Secretary)
- Troy Zuckero (Asst Secretary)

<b>Bookkeeper</b>		<b>Website – Off Cinco</b>	
Vicki Busboom	<input checked="" type="checkbox"/>	Shannon Waugh	<input checked="" type="checkbox"/>
<b>Engineer – Bleyl Engineering</b>		<b>Operator – Hays Utility</b>	
Mark Adams	<input checked="" type="checkbox"/>	Robb Clark	<input checked="" type="checkbox"/>
<i>Austin Beck</i>			
<b>Auditor - Roth and Eyring</b>		<b>Constable</b>	
Mark Eyring		Deputy McCutcheon	
		Sgt. Colley	<input checked="" type="checkbox"/>
<b>Tax A/C – Equi-Tax</b>		<b>Attorney – SK Law</b>	
Vickey Sullivan		Ryan LaRue	<input checked="" type="checkbox"/>
David Ferrier	<input checked="" type="checkbox"/>		

**NOTES:** \_\_\_\_\_  
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