

HARRIS COUNTY MUNICIPAL UTILITY DISTRICT NO. 368

Minutes of Meeting Thursday, August 20, 2015

The Board of Directors (the "Board") of Harris County Municipal Utility District No. 368 (the "District") met in regular session, open to the public, at 6:30 p.m. on Thursday, August 20, 2015 at the District's regular meeting place, Graceview Baptist Church, 25510 Tomball Parkway, Tomball, Texas, whereupon the roll was called of the members of the Board to-wit:

Roy P. Lackey	President
Tiffani C. Bishop	Vice President/Investment Officer
Sharon L. Cook	Secretary
Eric Daniel	Treasurer
Allison V. Dunn	Assistant Secretary

All members of the Board were present, thus constituting a quorum. Consultants in attendance were: Mike Plunkett of Eagle Water Management, Inc. ("Operator"); Matthew Carpenter P.E. and Kameron Pugh of IDS Engineering Group ("IDS" or "Engineer"); Kay Townsley of Municipal Accounts and Consulting, L.P. ("MAC" or "Bookkeeper"); Andrew Dunn of On-Site Protection, LLC ("On-Site"); Corporal Thomason and Sergeant Walton of the Harris County Precinct 4 Constable's Office ("HCCO"); and Scott Eidman, attorney, and Mirna Croon, paralegal, of Johnson Petrov LLP ("JP" or "Attorney"). Also present were Robin Gribble and Tommy Walker of WCA Corporation of America ("WCA").

The President called the meeting to order at 6:48 p.m., and in accordance with the notice posted pursuant to law, the following business was transacted:

- I. **Public Comment.** There was no public comment.
- II. **Garbage Collection Contract.** Ms. Gribble inquired if any complaints were received regarding the garbage collection service. Mr. Plunkett reported that his office received a couple of complaints from residents on Tuesday, August 18, 2015, stating that their garbage had not been collected. Mr. Plunkett stated that his office instructed the residents to contact WCA regarding the service issues. Ms. Gribble stated that she had not heard of any complaints but will check into the matter.

[Ms. Gribble and Mr. Walker departed the meeting.]

- III. **Security Matters;**
 - A. **Security Report.** Sergeant Walton presented to and reviewed with the Board the Security Report, a copy of which is attached hereto as Exhibit "A". Mr. Dunn noted an increase in theft of vehicles for the previous month.

Mr. Dunn next presented a proposal from John Wright Associates, Inc. ("JWA") for a thermal night vision camera, a copy of which is attached hereto as Exhibit "B". Mr. Dunn stated that the camera is designed to assist law enforcement in pursuit, capture and evidence gathering. Mr. Dunn noted that a cost of one (1) camera is \$6,234.94. Discussion next ensued regarding the security budget.

Next, Mr. Dunn reviewed Estimate No. 106604 for District signs in the amount of \$23,893.62, a copy of which is attached hereto as Exhibit "C".

Upon motion by Director Cook, seconded by Director Daniel, after full discussion and with Director Dunn abstaining, the Board approved Estimate No. 106604 in the amount of \$23,893.62.

Upon motion by Director Cook, seconded by Director Lackey, after full discussion and with Director Dunn abstaining, the Board approved the purchase of two (2) thermal cameras at a cost of \$6,234.94 per camera.

IV. General Business.

A. Garbage Collection Contract (continued). The Board reviewed proposals for garbage service received from Best Trash ("BT"), Direct Waste Solution, Inc., Residential Recycling and Refuse of Texas, Inc. ("RRRT"), and Waste Management, copies of which are attached hereto as Exhibit "D", "D-1", "D-2", and "D-3". Extensive discussion ensued after which upon motion by Director Cook, seconded by Director Bishop, after full discussion and with all Directors present voting aye, the Board approved the proposal from BT for a five (5) year contract with 96 gallon garbage carts at a cost of \$11.90 per house, subject to successful contract negotiation.

B. Emergency Operations and repairs to District Facilities. Mr. Plunkett updated the Board regarding manhole repairs at the Wastewater Treatment Plant. He then asked for the Board approval to put a sidewalk at the gas pipeline crossing on Amistad.

Upon motion by Director Cook, seconded by Director Lackey, after full discussion and with all Directors present voting aye, the Board authorized Eagle to put a sidewalk at the gas pipeline crossing on Amistad.

C. Changes and Additions to District website. There were no matters to report.

D. RRRT Monthly Recycling Report. The Board reviewed the recycling report, a copy of which is attached hereto as Exhibit "E".

E. District signage bids. This matter was discussed under the Security Report.

V. Tax Assessor/Collector's Report. Ms. Croon reviewed the Tax Assessor/Collector's Report for the month of July 2015, a copy of which is attached hereto as Exhibit "F". Ms. Croon reported that 99.300% of the District's 2014 tax levy had been collected as of July 31, 2015.

Ms. Croon next presented to and reviewed with the Board the Delinquent Tax Report, a copy of which is attached hereto as Exhibit "G". Ms. Croon stated that the Delinquent Tax Attorney will send termination letters to delinquent tax accounts listed on the Report notifying them of the September 17, 2015 Board meeting and asking them to make payment commitments or respond to the letters by that date.

Next, upon motion by Director Cook, seconded by Director Lackey, after full discussion and with all Directors present voting aye, the Board (i) approved the Tax Assessor/Collector's Report; (ii) authorized payment of checks numbered 1096 through 1101 from the Tax Account; and (iii) scheduled a delinquent tax hearing for September 17, 2015.

VI. **Bookkeeper's Report.** Ms. Townsley reviewed the Bookkeeping Report, a copy of which is attached hereto as Exhibit "H".

Next, upon motion by Director Cook, seconded by Director Lackey, after full discussion, and with all Directors present voting aye, the Board voted to (i) approve the Bookkeeper's Report; (ii) authorize payment of Check Nos. 13399 to 13564 from the Operating Fund; and (iii) authorize payment of Check No. 1671 from the Capital Projects Fund.

VII. **Engineer's Report.** Mr. Carpenter asked the Board to approve a surplus funds application to the Texas Commission on Environmental Quality which proposes that the surplus funds from the Series 2009 Bonds be used to reimburse the developer for the water, sewer, and/or drainage projects for Willow Falls, Section 4 and the HMT development, subject to the Financial Advisor confirming that the sufficient value has been generated to support the reimbursement.

VIII. **Developer's Report.** There was no report.

IX. **Attorney's Report.**

A. **Real Estate matters.** There were no matters to report.

B. **Minutes of August 6, 2015 Board meeting.** Upon motion by Director Cook, seconded by Director Dunn, after full discussion and with all Directors present voting aye, the Board approved the minutes of the August 6, 2015 Board meeting, as amended.

X. **Adjournment.** With no additional matters before the Board, the Board adjourned the meeting at 8:05 p.m.

Passed and approved this 30th day of September, 2015.


Secretary, Board of Directors

Exhibits:

- "A" Security Report
- "B" JWA Proposal
- "C" On Site Estimate 106604
- "D" BT proposal
- "D-1" Director Waste Solutions, Inc. proposal
- "D-2" RRRT proposal
- "D-3" Waste Management proposal
- "E" Recycling Report
- "F" Tax Assessor/Collector's Report
- "G" Delinquent Tax Report
- "H" Bookkeeper's Report