

HARRIS COUNTY MUNICIPAL UTILITY DISTRICT NO. 284,  
OF HARRIS COUNTY, TEXAS

Minutes of the Meeting of the Board of Directors  
January 7, 2024

The Board of Directors (the "Board") of Harris County Municipal Utility District No. 284, of Harris County, Texas (the "District"), met in regular session, open to the public on January 7, 2024, in accordance with the duly posted Notice of Public Meeting, and the roll was called of the duly constituted officers and members of the Board, as follows:

Jake Stanley, President  
Nancy Hanson, Vice President  
Sylvia Garza, Secretary  
John Smith, Assistant Secretary  
Aimee Moffat, Assistant Secretary

and all participated in the meeting, except Director Smith, thus constituting a quorum.

Also attending the meeting were: Deputy Javier Urena of the Harris County Sheriff's Office ("HCSO"); Emma Highberger of Wheeler & Associates, Inc. ("Wheeler"); Roman Khoja of Municipal Accounts & Consulting, L.P. ("MAC"); Sean Humble of Sherrington-Humble, LLC ("S-H"); Mike Scott of Si Environmental, LLC ("SiE"); Jackie Kramer of Murr, Inc. ("MI"); Brandon West of Touchstone District Services, LLC ("Touchstone"); and Christopher Skinner, Kendall Dicke and Melia Berry of Schwartz, Page & Harding, L.L.P. ("SPH").

The President called the meeting to order and declared it open for such business as might regularly come before the Board.

PUBLIC COMMENTS

The Board began by opening the meeting for public comments. There being no comments from the public, the Board continued to the next item of business.

MINUTES

The Board next considered approval of the draft minutes of its meeting held on December 3, 2024. After review of the draft minutes presented, it was moved by Director Garza, seconded by Director Stanley and unanimously carried, that the minutes of the December 3, 2024, meeting be approved, as written.

SECURITY MATTERS

Deputy Urena then addressed the Board and provided a verbal District security report.

PRESENTATION BY HARRIS COUNTY PUBLIC HEALTH ("HCPH") REQUESTING DISTRICT PARTICIPATION IN THE HCPH WASTEWATER-BASED EPIDEMIOLOGY PROGRAM (THE "SURVEILLANCE PROGRAM")

The Board deferred consideration of the the request made by the Office of Epidemiology, Surveillance, and Emerging Diseases, Harris County Public Health ("HCPH") for the District's participation in the Surveillance Program as there was no representative from HCPH present at the meeting.

TEXAS COMPTROLLER OF PUBLIC ACCOUNTS INFORMATION DATABASE

Mr. Skinner next informed the Board that, pursuant to provisions of Chapter 403, Government Code, and Chapter 203, Local Government Code, the District is required to submit information to the Texas Comptroller of Public Accounts (the "Comptroller") for inclusion in the Special Purpose District Public Information Database. Mr. Skinner then recommended that Forvis Mazars, LLP, ("Forvis") the District's auditor, be authorized to prepare and submit the information, as set forth in the agreement for auditing services between Forvis and the District. After discussion on the matter, it was moved by Director Garza, seconded by Director Stanley and unanimously carried, that Forvis be authorized to prepare the required information and submit same to the Comptroller for inclusion in the Special Purpose District Information Database.

CONTINUING DISCLOSURE REPORT

Mr. Skinner then advised that the Annual Financial Report pursuant to SEC Rule 15c2-12 (the "Continuing Disclosure Report") has not yet been received from McCall, Parkhurst & Horton LLP, the District's continuing disclosure counsel, and recommended the Board defer the Continuing Disclosure Report until the January Board meeting. The Board then deferred consideration of the Continuing Disclosure Report required relative to the District's outstanding bonds.

BOOKKEEPER'S REPORT

Mr. Khoja next presented to and reviewed with the Board the Bookkeeper's Report, dated January 7, 2024, which report is attached hereto as **Exhibit A**. He presented the cash flow report, fund balance report, capital projects fund summary, pledged securities report, profit and loss statement, a comparison of budgeted versus actual income and expenditures, debt service payment schedule, a cash flow forecast, the Weingarten General Operating Costs and the H.E.B. Hauling Costs, and reviewed same with the Board. Mr. Khoja then requested approval of check number 2070 in the amount of \$116,112 payable to Lonestar Recreation ("Lonestar") and noted that the check will be reflected in the February Bookkeeper's Report. After discussion, it was moved by Director Stanley, seconded by Director Garza and unanimously carried, to approve the Bookkeeper's Report and authorize the payment of the disbursements listed therein, including check number 2070 to Lonestar.

## TAX ASSESSOR-COLLECTOR REPORT

Ms. Highberger then presented to and reviewed with the Board the Tax Assessor-Collector Monthly Report dated as of December 31, 2024, and the Delinquent Tax Roll dated as of December 31, 2024, as prepared by Wheeler, copies of which are attached hereto as **Exhibit B**. After discussion, it was duly moved by Director Stanley, seconded by Director Garza and unanimously carried, that the Tax Assessor-Collector Report be approved, and the disbursements identified therein be authorized for payment from the District's tax account.

Ms. Highberger next presented to and reviewed with the Board a summary of possible tax exemptions with corresponding tax revenue estimates, a copy of which is attached to the Tax Assessor-Collector Report.

## DELINQUENT TAX COLLECTION ATTORNEYS' REPORT

Mr. Skinner then presented to and reviewed with the Board a Delinquent Tax Collections Attorneys' Report, dated January 7, 2025, as prepared by Perdue, Brandon, Fielder, Collins & Mott, L.L.P. ("Perdue"); a copy of the Report is attached hereto as **Exhibit C**. He noted that there was no action required by the Board at this time.

## RESOLUTION AUTHORIZING AN ADDITIONAL PENALTY ON DELINQUENT PERSONAL PROPERTY TAXES

The Board next considered the adoption of a Resolution Authorizing an Additional Penalty on Delinquent Personal Property Taxes, which is attached hereto as **Exhibit D**. Mr. Skinner advised that the Board is authorized, pursuant to Section 33.11 of the Texas Tax Code, as amended, to impose, under certain conditions, 60 days after the date the taxes become delinquent, an additional penalty not to exceed 20% of the total taxes, penalty and interest due the District on personal property taxes that remain delinquent as of said 60th day, as more fully described in said Resolution. After discussion, it was moved by Director Garza, seconded by Director Stanley and unanimously carried, that the Resolution Authorizing an Additional Penalty on Delinquent Personal Property Taxes be adopted by the Board, and that Perdue be authorized to proceed with the collection of the District's delinquent personal property accounts following proper notice as provided in said the resolution, including the filing of lawsuits, as necessary.

## EXEMPTIONS FROM TAXATION

Mr. Skinner then outlined for the Board the various tax exemptions available for the District, including the exemptions provided for by Article VIII, Section 1-b of the Texas Constitution, and Section 11.13 of the Tax Code, as amended. He advised that under said provisions, the District may provide for the exemption of up to 20% (but not less than \$5,000, if granted) of the market value of residential homestead improvements for the year 2025, and the District may also exempt residential homesteads of persons who are under a disability for purposes of payment of disability insurance benefits under the Federal Old Age, Survivors and Disability Insurance Act, or its successor, or persons sixty-five years of age or older from ad valorem taxes levied by the District during the calendar year 2025, and, if any such exemptions are granted, they

must be for not less than \$3,000 of the market value of such homesteads. After further discussion of the matter, the Board declined to institute any exemptions from taxation and Director Stanley moved that the Resolution attached hereto as **Exhibit E** relative to same be approved and adopted by the Board and the District. Director Garza seconded said motion, which carried unanimously.

#### TAX-EXEMPT MULTI-FAMILY DEVELOPMENT WITHIN THE DISTRICT

Mr. Skinner next informed the Board that this matter will be discussed in closed session at the end of the meeting.

#### OPERATIONS AND MAINTENANCE REPORT

The Board then considered the Operations and Maintenance Report. Mr. Scott presented to and reviewed with the Board the Operations Report dated January 7, 2025, a copy which report is attached hereto as **Exhibit F**.

Mr. Scott next presented to and reviewed with the Board a Delinquent Letter Accounts Listing (the "Listing") dated January 3, 2025, a copy of which is attached to the Operations and Maintenance Report, and noted that the delinquent accounts identified in the Listing will be terminated if payment is not timely received, as per the District's Rate Order. Following discussion, the Board concurred to authorize SiE to terminate service if payment is not timely received, as per the District's Rate Order.

Mr. Scott then presented to and reviewed with the Board a revised Valve Survey (the "Survey"), a copy of which is attached hereto as **Exhibit G**. He explained that the Survey describes which valves are being worked on and what type of service is being done on each valve. Mr. Humble requested a copy of the report to confirm the valve location identification in the District's GIS Mapping System.

#### ENGINEER'S REPORT

The Board next considered the Engineer's Report. Mr. Humble presented the Engineer's Report dated January 7, 2024, a copy of which is attached hereto as **Exhibit H**, and reviewed same with the Board.

In connection with work completed at the Administration Building and Recreational Center Project, Mr. Humble then presented to the Board for approval Pay Estimate No. 5 in the amount of \$129,272.63 to Texas Wall Systems. Mr. Humble then reported that the District's Storm Water Quality Permit expires in March 2025. He then presented to and reviewed with the Board two proposals prepared by Storm Water Solutions to remove debris and clean the two stormceptors in the amount of \$7,187.00 each, ahead of the permit renewal. After discussion, Director Garza moved to approve the action items presented in the Engineer's Report. Director Hanson seconded the motion, which unanimously carried. Copies of the approved proposals are attached to the Engineer's Report.

Mr. Humble next reported that the preliminary cost estimate to replace the pumping equipment, motor and electrical components to allow 1,300 gpm of well capacity is estimated to cost \$629,112, as reported last month, and noted that the proposed well upgrade would increase the District's water capacity from 1,667 equivalent single family connections ("ESFC") to 2,333 ESFC's.

#### UTILITY COMMITMENTS

In connection with the 62.271-acre Weingarten Bear Creel tract, Mr. Humble reported that S-H is working on a capacity availability letter for the annexation tract capacity increase from 481 ESFC's to 525 ESFCs.

Mr. Humble then reported that S-H is continuing to work with SPH on the completion of the proposed easements for the annexation property.

#### RECREATIONAL FACILITIES AND ADMINISTRATION BUILDING PROJECTS

Ms. Kramer reported that Omnia Co-op will hold its quoted price for the purchase of the Administration Building furniture until February and noted that the furniture will be shipped next week.

Ms. Kramer next informed the Board that the Park Rangers management contract will be forwarded to SPH for review and comment once the terms of the agreement have been approved by the Park Management Committee.

Director Stanley then requested the Board to authorize S-Tech Solutions ("STS") to work with internet service providers to setup a primary and secondary internet service to the administration building, subject to completion of infrastructure buildout. After discussion, Director Garza moved to authorize STS to work with internet service providers to setup a primary and secondary internet service to the administration building, subject to completion of infrastructure buildout. Director Stanley seconded the motion, which unanimously carried.

Mr. Skinner next reported that the draft Lease Agreement between the District and Harris County (the "County") has been submitted to the County for review and comment.

#### DEVELOPER'S REPORT

The Board then deferred the Developer's Report as there was no representative present from Windstone Development, Inc. or Weingarten Bear Creek Investment, LP.

#### COMMUNICATIONS REPORT

Mr. West next presented to and reviewed with the Board Touchstone's Communications Meeting Report dated January 8, 2024. A copy of the report is attached hereto as **Exhibit I**.

## AUTHORIZE SOLICITATION OF PROPOSALS FOR INSURANCE POLICIES

The Board then considered authorizing the solicitation of proposals for the renewal of the District's insurance policies. Mr. Skinner advised the Board that the District's current insurance policies, brokered through Arthur J. Gallagher & Co. ("AJG"), will expire on March 31, 2025. He queried the Board as to whether it wanted to solicit proposals from other insurance providers. After discussion, Director Stanley moved that SPH solicit a proposal for the renewal of the District's insurance policies from AJG for consideration at the February Board meeting. Director Hanson seconded said motion, and with Directors Hanson, Moffat and Stanley voting "aye" and Director Garza abstaining, the motion passed.

Mr. Skinner noted that Lift Station No. 2 will be included on the schedule of values for the 2025 insurance proposal.

## ATTORNEY'S REPORT

The Board then considered the Attorney's Report. In connection therewith, Mr. Skinner presented to and reviewed with the Board an Order Establishing Policy for Covered Applications and Prohibited Technology (the "Technology Policy"). Mr. Skinner advised that Senate Bill 1893, as passed during the 88<sup>th</sup> Regular Session, requires that all political subdivisions of the state, including the District, adopt a policy that prohibits the installation of certain social media applications, defined as "covered applications", on electronic devices owned or leased by the District. Mr. Skinner noted that the social media application TikTok and any other software owned by ByteDance Limited are considered covered applications and may not be installed or used on a District owned or leased device. Mr. Skinner further advised that the proposed Technology Policy mirrors the model policy created for governmental entities created by the Texas Department of Information Resources ("DIR"), and will be updated as needed to comply with the recommendations of DIR. After discussion on the matter, Director Garza moved that the Technology Policy be adopted, and that the President and Secretary be authorized to execute the Technology Policy. Director Stanley seconded said motion, which unanimously carried." A copy of the Technology Policy is attached hereto as **Exhibit J**.

Mr. Skinner presented to and reviewed with the Board an Annual Disclosure provided by Rathmann Associates, L.P. regarding its annual disclosure requirements pursuant to the MSRB Rules G-10, a copy of which is attached hereto as **Exhibit K**.

## CLOSED SESSION

Director Stanley motioned to enter into Closed Session at 12:40 p.m. to discuss matters pursuant to Texas Government Code, Section 551.071. Director Garza seconded the motion, which unanimously carried. Those in attendance, with the exception of the Board, Mr. Humble, Mr. Skinner, Mr. Dicke and Ms. Berry, exited at this time.

### RECONVENE IN OPEN SESSION

Director Garza motioned to reconvene in Open Session at 12:43 p.m. Director Stanley seconded the motion, which unanimously carried.

### FUTURE AGENDA ITEMS

The Board considered matters to be placed on future agendas and noted that there were no additional items other than the items set forth hereinabove.

### ADJOURNMENT

There being no further business to come before the Board, on motion made by Director Garza, seconded by Director Stanley and unanimously carried, the meeting was adjourned.



  
Secretary  
Board of Directors

## **LIST OF EXHIBITS**

Exhibit A	Bookkeeper's Report
Exhibit B	Tax Assessor-Collector Report
Exhibit C	Perdue, Brandon, Fielder, Collins & Mott, L.L.P. Delinquent Tax Collections Report
Exhibit D	Resolution Authorizing an Additional Penalty on Delinquent Personal Property Taxes
Exhibit E	Resolution Concerning Exemptions From Taxation
Exhibit F	Operations and Maintenance Report
Exhibit G	Valve Survey
Exhibit H	Engineer's Report
Exhibit I	Communications Meeting Report
Exhibit J	Order Establishing Policy for Covered Applications and Prohibited Technology
Exhibit K	MSRB Rule G-10 Disclosure Notice