

MINUTES
HARRIS COUNTY IMPROVEMENT DISTRICT NO. 18

February 27, 2019

The Board of Directors (the "Board") of Harris County Improvement District No. 18 (the "District") met in regular session, open to the public, on the 27th day of February, 2019, at the offices of Allen Boone Humphries Robinson LLP, 3200 Southwest Freeway, Houston, Texas, outside the boundaries of the District, and the roll was called of the members of the Board:

Robert T. Deden	President
Dwayne L. Mason	Vice President
Dana Benoit	Assistant Vice President
Sue Darcy	Secretary
Richard L. Rose	Assistant Secretary

and all of the above were present except Directors Benoit and Rose, thus constituting a quorum.

Also present at the meeting Captain Ronnie Glaze of the Montgomery County Constable's Office, Precinct 3; Stephen Eustis of Robert W. Baird & Co. Incorporated; David Patterson of Assessments of the Southwest, Inc. ("ASW"); Nick Lammayot of ExxonMobil Corporation ("ExxonMobil"); Phillip Dautrich and Mario Garcia of TNG Utility Corp. ("TNG"); Mark Burton of Municipal Accounts and Consulting, L.P.; Daniel Lozano of Halff Associates, Inc. ("Halff"); Nick Cooke and Jacob Bilbo of Mike Stone Associates, Inc. ("MSA"); Martin Murdock of Jones & Carter, Inc.; Bill Walker and Joanne Willenbacher of Springwoods Realty, Inc. ("SRI"); and Lynne Humphries, Caroline Jones and Jane Miller of Allen Boone Humphries Robinson LLP ("ABHR").

REPORT ON SECURITY

Captain Glaze discussed patrol in the District during January, 2019. Following discussion, Director Darcy moved to authorize a letter of commendation for Officer Charles Hoover for being proactive and instrumental in deterring a large construction equipment theft in the District. Director Mason seconded the motion, which passed unanimously.

PUBLIC COMMENT

There was no public comment.

CONSENT AGENDA

Director Deden offered Board members the opportunity to remove items from the consent agenda for individual discussion. Director Darcy moved to approve all items on the consent agenda. Director Mason seconded the motion, which passed unanimously. Copies of all documents approved as part of the consent agenda are attached.

ITEMS REMOVED FROM CONSENT AGENDA

No items were removed from the consent agenda for discussion.

TAX ASSESSMENT AND COLLECTIONS MATTERS, INCLUDING COLLECTION OF DELINQUENT TAXES

Mr. Patterson reviewed the tax assessor/collector's report. He reported on collection of the 2018 taxes and delinquent taxes and said he would attend Harris County Appraisal District's industrial valuation meeting in April, 2019 and have better information regarding the valuation process for the ExxonMobil campus. After review and discussion, Director Mason moved to (1) approve the tax assessor/collector's report; and (2) pay the bills presented for payment from the tax account. Director Darcy seconded the motion, which carried unanimously. A copy of the tax assessor/collector's report is attached.

FINANCIAL AND BOOKKEEPING MATTERS

Mr. Burton presented the bookkeeper's report and reviewed the bills presented for payment from the District's accounts, proceeds and construction deposits and a draft Hotel and Occupancy Tax Fund Budget for 2019. Following discussion and review, Director Mason made a motion to (1) approve the bookkeeper's report; (2) approve payment of the bills presented; and (3) approve the Hotel and Occupancy Tax Fund Budget for 2019. The motion was seconded by Director Darcy and passed unanimously.

OPERATION OF DISTRICT BILLINGS, REPAIRS AND MAINTENANCE

Mr. Dautrich reviewed TNG's monthly operations and maintenance report, a copy of which is attached, including an update regarding water accountability, consumption totals, billing and collections, water production, compliance schedules, facility repairs in progress and permitting and reviewed a summary of operating charges for the month. He also presented an updated Storm Season Plan. Mr. Garcia discussed well repair and lift station jockey pump issues. Following review and discussion, Director Darcy moved to approve the operator's report. Director Mason seconded the motion, which passed unanimously.

TERMINATION OF WATER AND SEWER SERVICE TO DELINQUENT CUSTOMERS

No accounts were presented for termination.

DISTRICT FUNDED TASK ORDERS, ADDITIONAL SERVICE AUTHORIZATIONS, PROPOSALS

The Board considered the following agreements and Ms. Humphries confirmed that disclosure compliance pursuant to House Bill 1295 was received for:

1. engagement letter with Jones-Heroy and Associates, Inc., for professional services related to the sale of recreational bonds;
2. Conduit Purchase Agreement with MCIMetro Access Transmission Services Corporation;
3. Jones & Carter Task Order No. 021-19-002; Scada Maintenance Services for 2019;
4. Jones & Carter Task Order No. 021-19-003; General Construction Management & Inspection Services for 2019;
5. Jones & Carter Task Order No. 021-19-004; Storm Water Maintenance Inspection Services for 2019;
6. Jones & Carter Task Order No. 021-19-005; Construction Management Services for CityPlace Landscape Improvements – Phase III;
7. Jones & Carter Task Order No. 021-19-006; Bid Services for CityPlace Park Pond 4 Detention;
8. C.L. Davis Task Order No. 008-19-003; for Spring Stuebner Detention Pond Expansion;
9. Mike Stone Associates Task Order No. 028-19-002; for Event Planning and Preparation;
10. Berg Oliver Associates Task Order No. 004-19-002; Phase I Environmental Site Assessment for Spring Stuebner Detention Pond Expansion;
11. Berg Oliver Associates Task Order No. 004-19-003; Phase I Environmental Site Assessment for Springwoods Village Parkway Sec 5; and
12. The Broadband Group Task Order No. 041-19-002; Design for WiFi System along trails and Parks.

Following review and discussion, Director Mason moved to approve the above agreements and task orders. The motion was seconded by Director Darcy and passed unanimously.

No action was taken on the following items under this agenda item:

1. C.L. Davis Task Order No. 008-19-002; for preparation of Exhibit for Drainage Corridor 1 and proposed Energy Drive.

DEEDS AND EASEMENTS

1. Special Warranty Deed for Detention Pond Expansion Site; and
2. Special Warranty Deed for Springwoods Village Parkway Street Dedication Section 5.

Following review and discussion, Director Darcy moved to approve the conveyances to the District, listed above. Director Mason seconded the motion, which passed unanimously.

ENGINEERING MATTERS

Mr. Lozano reviewed a report regarding engineering projects in the District. A copy of the engineering report is attached.

Mr. Lozano reported the status of the following construction projects and recommended approval of associated pay estimates listed below:

1. Pedestrian Trails - East Mossy Oaks Road Connection to Holzwarth Road (Jones & Carter/Shooter & Lindsey);
 - a. Pay Estimate No. 1 and Final;
 - b. Change Order No. 1 (Existing Concrete Modifications);
 - c. Quantity Contract Adjustment No. 1 (Match Field Quantities);
2. CityPlace Roadways - Phase II (Jones & Carter/Harper Brothers Construction);
 - a. Change Order No. 1 (Ductbank, 12" Waterline, Retaining Wall Filter Drain, 12" Gate Valve, RCB Backfill);

Based upon the recommendation of Mr. Lozano, the Board determined that the change orders listed above are beneficial to the District.

Discussion ensued regarding drainage/punch-list repairs underway in Audubon Grove. Mr. Lozano said he and the engineer for Taylor Morrison agreed upon the scope of work necessary to bring the drainage into full compliance with County and State regulations.

Following discussion and review, and based upon recommendation from the District engineer and J&C, Director Darcy moved to (1) approve the engineering report from Halff; (2) approve pay estimates, based upon the engineer's recommendation; and (3) approve Change Orders listed and discussed above, based upon the Board's finding that the Change Orders are beneficial to the District and the engineer's recommendation. Director Mason seconded the motion which passed unanimously.

MANAGEMENT REPORT

Mr. Cooke reviewed a management report from MSA, a copy of which is attached. Discussion ensued regarding removal of debris in detention areas following a heavy rain. Following review and discussion, Director Mason moved to approve the management report. The motion was seconded by Director Darcy and passed unanimously.

EXECUTIVE SESSION PURSUANT TO SECTION 551.071, TEXAS GOVERNMENT CODE

The Board determined it was not necessary to convene in executive session.

There being no further business to come before them, the Board concurred to adjourn the meeting.

(SEAL)




Secretary, Board of Directors

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