

## MINUTES OF MEETING OF BOARD OF DIRECTORS

January 29, 2018

THE STATE OF TEXAS §  
COUNTY OF HARRIS §  
TRAIL OF THE LAKES MUNICIPAL UTILITY DISTRICT §

The Board of Directors (the "Board") of Trail of the Lakes Municipal Utility District (the "District") met in regular session, open to the public, at the offices of Radcliffe Bobbitt Adams Polley PLLC, 2929 Allen Parkway, Suite 3450, Houston, Harris County, Texas 77019, a place outside the boundaries of the District, on Monday, January 29, 2018, at 12:00 p.m.; whereupon, the roll was called of the members of the Board, to-wit:

Jeff Campbell	President
Jo A. Smith	Vice President
Virginia Elkins	Secretary
Crystal Kirby	Assistant Secretary
Kim Pendleton	Director

All members of the Board were present, thus constituting a quorum. Also attending the meeting were: Ms. Tara Klein of Four and One, LLC ("Four and One"), landscape architects for the District; Ms. Sherri Greenwood of BKD LLP, auditor for the District; Mr. Ken Farrar of Residential Recycling & Refuse of Texas, Inc. ("RRRT"), garbage and recycling collection service providers for the District; Mr. Tom Dillard of Champions Hydro-Lawn, Inc. ("Champions"), detention pond maintenance service provider for the District; Mr. Ross Madia of Si Environmental, LLC ("SE"), operators for the District; Ms. Keli Schroeder, P.E., of BGE, Inc. ("BGE" or the "Engineer"), engineers for the District; Ms. Amy Symmank of Myrtle Cruz, Inc. (the "Bookkeeper"), bookkeepers for the District; Ms. Kristen Scott of Bob Leared Interests, Inc. (the "Tax Assessor/Collector"), tax assessor/collectors for the District; and Ms. Regina D. Adams, attorney, and Ms. Rita R. Rodriguez, paralegal, of Radcliffe Bobbitt Adams Polley PLLC (the "Attorney"), attorneys for the District.

WHEREUPON, the President called the meeting to order and evidence was presented that public notice of the meeting had been given in compliance with the law. The posted notices of the meeting are attached hereto.

### PUBLIC COMMENT

There were no public comments.

### APPROVAL OF MINUTES

The Board considered approval of the December 18, 2017 regular meeting minutes and January 9, 2018 special meeting minutes, which were previously distributed to the Board.

Upon motion by Director Smith, seconded by Director Pendleton, after full discussion and the question being put to the Board, the Board voted unanimously to approve the

December 18, 2017 regular meeting minutes and January 9, 2018 special meeting minutes, as presented.

Ms. Greenwood and Ms. Klein entered the meeting at this time.

#### SECURITY REPORT

Director Campbell reviewed with the Board the Harris County Constable's Office, Precinct No. 4 (the "Constable") Report, a copy of which is attached hereto. Director Campbell noted that the Constable will be increasing patrol at the beginning and ending of school days.

#### RENEWAL OF INTERLOCAL AGREEMENT FOR LAW ENFORCEMENT SERVICES WITH HARRIS COUNTY (THE "2018 CONSTABLE AGREEMENT")

Ms. Adams then reviewed with the Board the 2018 Constable Agreement with the Constable's Office and noted that such agreement includes six (6) deputies and one (1) sergeant. Ms. Adams reminded the Board that the cost for such services will increase by \$8,000 due to the inclusion of a sergeant. Upon motion by Director Pendleton, seconded by Director Elkins, after full discussion and the question being put to the Board, the Board voted unanimously to approve and authorize the execution of the 2018 Constable Agreement.

#### REVIEW AND APPROVE AUDIT REPORTS FOR FISCAL YEAR ENDED ("FYE") SEPTEMBER 30, 2017

The Board next recognized Ms. Greenwood, who reviewed with the Board the drafts of the audit reports for the District (the "District Audit Report") and the Joint Wastewater Treatment Plant (the "STP") (collectively, the "Audit Reports") for FYE September 30, 2017, previously distributed to the Board. Copies of the draft Audit Reports are attached hereto. Ms. Greenwood also reviewed with the Board the Management Letter and Material Weaknesses Letter for the District, copies of which are attached hereto. Ms. Adams then noted that the Audit Reports must be filed with the Texas Commission on Environmental Quality (the "TCEQ") by February 12<sup>th</sup>.

Upon motion by Director Pendleton, seconded by Director Smith, after full discussion and the question being put to the Board, the Board voted unanimously to: 1) approve the Audit Reports for FYE September 30, 2017, subject to revisions and corrections; 2) authorize the Attorney to execute the Annual Filing Affidavit; and 3) authorize the Attorney to file the Audit Reports and Annual Filing Affidavit with the appropriate agencies.

#### AUTHORIZATION TO UPDATE CONTINUING DISCLOSURE MATERIALS

Ms. Adams then explained that the District has an obligation to update, on an annual basis, certain financial information contained in the District's Resolutions Authorizing Issuance of Bonds associated with the District's bond issues occurring after 1995, which information will serve to keep bondholders and other interested parties apprised of the financial strength and condition of the District, and requested the Board's authorization to prepare and file such materials with the appropriate agencies, including the TCEQ. Upon motion by Director Elkins, seconded by Director Pendleton, after full discussion and the question being put to the Board, the

Board voted unanimously to authorize preparation and filing of the required continuing disclosure materials with the appropriate agencies, including the TCEQ.

#### GARBAGE AND RECYCLING REPORT

Mr. Farrar then reviewed the Garbage and Recycling Reports, copies of which are attached hereto. Mr. Farrar reported that there were five (5) complaints and four (4) missed recycling collections during the prior month. Mr. Farrar went on to report that the recycling collection crews went back to collect the missed recycling materials.

Mr. Farrar also reported that RRRT has reinforced with the garbage collection crews on-location to 1) place garbage cans on the curb following collection and 2) replace the lids.

Mr. Farrar reported that there were eight (8) complaints received for garbage collections during the prior month. Mr. Farrar added that RRRT has determined that garbage collectors are hand pulling garbage out of garbage cans rather than dumping contents from the garbage cans into the garbage trucks, and as such, some garbage does remain in residents' garbage cans. Mr. Farrar then stated that RRRT has also reinforced training regarding this issue.

Director Kirby then asked if the Directors can receive a Garbage Report along with the Recycling Report. Mr. Farrar then stated that he will electronically send such report to the Directors following the Board meeting.

Director Elkins stated that the request for a written Garbage Report has been made several times before. Director Elkins then informed Mr. Farrar that she has again witnessed garbage trucks backing down Shrub Oak twice during the prior month and that garbage at her home is not being consistently collected at the same time, even though the Board has asked that they do so. Director Elkins added that the garbage collection trucks do not back down streets when the RRRT audit trucks follow them, and added that when she has attempted to take a photograph to evidence same, the driver stopped backing down the street.

Ms. Adams then informed the Board that the District received a complaint from Ms. Chantel Hodges, a resident of the District, who stated that she contacted RRRT to complain about garbage collection services and that she spoke to a RRRT representative named Bernice. Ms. Adams went onto explain that Ms. Hodges stated that her garbage was not collected on December 28, 2017, and that she called RRRT on December 29, 2017 and was told that only half of the neighborhood received garbage collection services on December 28, 2017, and the other half would be collected on Friday, December 29, 2017. Ms. Adams added that Ms. Hodges confirmed that her garbage was collected on Friday, December 29, 2017. Ms. Adams went on to explain that Ms. Hodges also stated that she was given additional incorrect information because she was also told by RRRT that garbage would also be collected on January 1<sup>st</sup>, but that she and her neighbor placed their garbage curbside and it was not collected. Ms. Adams added that as of the time of Ms. Hodges call on January 2, 2018, her garbage had still not been collected. Ms. Adams then inquired if such complaint from Ms. Hodges was included in the Garbage Report. Mr. Farrar responded that the complaint was not included in the Garbage Report. Mr. Farrar asked for Ms. Hodges address. Ms. Rodriguez then stated that Ms. Hodges did not provide her address but that her phone number was provided to him via email on January 2<sup>nd</sup>.

Ms. Adams then reiterated that RRRT must contact her and Ms. Rodriguez any time it appears there will be a delay in garbage or recycling collection so that the Attorney can send out text notifications to District residents, which will help alleviate confusion.

Director Kirby then asked how garbage is missed in certain areas of the District if there is an audit truck following behind the garbage trucks. Mr. Farrar responded that he believes there is only one (1) audit truck that follows the three (3) garbage trucks, but that he will follow-up on such matter in-house to confirm same. Director Kirby added that she does not live in the Clayton's Park ("CP") subdivision, but that she is aware garbage was missed in that area. Director Campbell noted that RRRT has previously indicated that there are four (4) garbage collection trucks in the District. Mr. Farrar responded that there are three (3) garbage trucks and one (1) recycling collection truck in the District. Director Campbell then replied that four (4) garbage collection trucks, as promised upon acceptance of RRRT's proposal, would keep RRRT from consistently dealing with late collections. Mr. Farrar added that he will address the Board's concerns with RRRT's General Manager and determine if a fourth (4<sup>th</sup>) truck can be added to assist in the garbage collection challenges in the District.

Director Campbell also reported that another District resident complained that her lid was broken and that she was directed to call RRRT. Mr. Farrar then stated that Mr. Curtis Brown of RRRT may have handled such complaint.

Mr. Farrar reiterated that he will follow-up with the Directors at the February 26<sup>th</sup> Board meeting regarding RRRT's General Manager's responses to the Board's concerns.

#### TAX ASSESSOR/COLLECTOR'S REPORT

Ms. Scott then presented the Tax Assessor/Collector's Report for the month of December, a copy of which is attached hereto. Ms. Scott noted that the District has collected 71.9% of its 2017 taxes as of December 31, 2017, compared to 69.289% for this same time last year.

Ms. Scott then reviewed with the Board the Homestead Payment Plan Report, a copy of which is attached to the Tax Assessor/Collector's Report.

Upon motion by Director Smith, seconded by Director Kirby, after full discussion and the question being put to the Board, the Board voted unanimously to approve the Tax Assessor/Collector's Report and authorize payment of the checks reflected therein.

#### DELINQUENT TAX ATTORNEY'S REPORT

Ms. Scott then reviewed the Delinquent Tax Attorney's Report with the Board, a copy of which is attached hereto. Ms. Scott noted that there are four (4) accounts that are delinquent on payment of 2016 taxes who have not responded to demand letters. Ms. Scott then recommended an item be added on the February 26<sup>th</sup> agenda to authorize sending notification letters to the affected property owners of a delinquent tax public hearing for such accounts. Upon motion by Director Smith, seconded by Director Kirby, after full discussion and the question being put to the Board, the Board voted unanimously to approve the Delinquent Tax Attorney's Report.

ADOPT RESOLUTION REQUESTING CERTIFICATE OF ESTIMATED APPRAISED  
VALUE FROM HARRIS COUNTY APPRAISAL DISTRICT ("HCAD")

Ms. Adams then presented the Resolution Requesting Certificate of Estimated Appraised Value from HCAD as of January 1, 2018 (the "Appraised Value Resolution"), a copy of which is attached hereto, for use in connection with the District's Park Bond Application Report No. 1. Upon motion by Director Smith, seconded by Director Elkins, after full discussion and the question being put to the Board, the Board voted unanimously to approve and authorize execution of the Appraised Value Resolution.

BOOKKEEPER'S REPORT

Ms. Symmank next reviewed the District's Bookkeeper's Report and the Quarterly Investment Report, copies of which are attached hereto, including the revenues and expenses of the District, the budget comparison and the checks being presented for payment. Ms. Symmank reported that Century Link is charging the District for late fees again, and that they have indicated that the District will receive a credit for same.

Ms. Symmank also reported that the revenues and expenditures for the District's \$2,480,000 Unlimited Tax Bonds, Series 2017 will be reflected in the February 26<sup>th</sup> Bookkeeper's Report. Ms. Schroeder then stated that the meter installation costs should be paid out of the capital projects fund and not the District's general operating fund, because such costs are related to the waterline rehabilitation project, phase 2 ("Waterline Project").

Ms. Symmank then reviewed the Bookkeeper's Report for the STP, a copy of which is attached hereto. Ms. Symmank also reported that corrections have been made to the connection count for operations billing for Harris County Municipal Utility District No. 290 ("HCMUD 290") for the time period of October 2016 to November 2017, and that a credit has been issued to HCMUD 290.

Ms. Symmank and Mr. Madia then responded to various questions from Director Elkins regarding operations invoicing and budget amendments.

Ms. Adams then reported that Director Elkins requested to review the District's Resolution Establishing Director Fees of Office and District Reimbursement Policy ("Director Reimbursement Policy"), and inquired if there were any concerns. Director Elkins then stated that she had no concerns but that the newer Directors needed to be informed of the Director Reimbursement Policy. Ms. Adams then stated that copies of the Director Reimbursement Policy were previously distributed to the Directors for their review, and that the items of such policy will be reviewed at each Board meeting prior to the Directors' attendance at conferences and seminars.

Upon motion by Director Smith, seconded by Director Kirby, after full discussion and the question being put to the Board, the Board voted unanimously to approve the Bookkeeper's Reports, including the Quarterly Investment Report, and authorize payment of the checks being presented for payment.

## OPERATIONS REPORT

Mr. Madia then presented the Operations Report, including the Production Report and Management Report, for the month of December, copies of which are attached to the Operations Report. Mr. Madia reported that the District had a water accountability ratio of 93.92% for the prior month, and that there are currently 2,827 total connections in the District. Mr. Madia also reported that there were no excursions at the District's STP.

Ms. Greenwood and Ms. Scott exited the meeting at this time.

Mr. Madia then reviewed the Delinquent Letter Accounts List, a copy of which is attached to the Operations Report. Mr. Madia reported that during the prior month, SE sent 261 termination letters for delinquent accounts, no accounts were tagged or had water service terminated due to the holidays, and five (5) accounts that were previously terminated had water service restored. Mr. Madia also reported that there were 223 delinquent letters mailed for non-payment of water service and 185 accounts are set to have door tags hung on February 2<sup>nd</sup>, for a service disconnection date of February 7<sup>th</sup>.

Mr. Madia then reported that the District received 260 customer-related telephone calls during the prior month.

Mr. Madia next reported that repair and maintenance items completed during the prior month included: 1) replacing booster pump no. 4 check valve at Water Plant ("WP") No. 4 at a cost of \$3,216; 2) repairing a sewer main break due to a gas line crossover at a cost of \$2,690; 3) performing District fire hydrant inspection at a cost of \$2,184; and 4) performing preventative maintenance at the WPs at a cost of \$3,308.

Mr. Madia then reported that SE is experiencing difficulties with the District's current electronic payment service provider and would like to move to First Billing Services, LLC ("First Billing"). Mr. Madia then reported that he has provided the Attorney with a copy of the proposed Payment Services Agreement between First Billing and the District ("First Billing Service Agreement") for electronic payment services for review. Mr. Madia then explained that changes in electronic payment service providers will require District customers to reset their accounts and that SE will immediately begin communicating with District residents regarding the change, which is anticipated for April 1<sup>st</sup>. Ms. Adams noted that she will review the First Billing Service Agreement and add an item to the February 13<sup>th</sup> special meeting agenda to approve same.

Mr. Madia went on to explain that the District currently absorbs 48 percent (48%) of the fees for the electronic payment services and inquired if the Board was interested in continuing to do same. The Board then requested an analysis of the costs absorbed for credit card payments and electronic payments. Mr. Madia then stated that he will provide same at the February 13<sup>th</sup> special meeting. Ms. Adams added that an agenda item to amend the District's Amended Rate Order will be added to February 26<sup>th</sup> Board meeting to include the additional alternative forms of payments available to District customers.

Upon motion by Director Smith, seconded by Director Elkins, after full discussion and the question being put to the Board, the Board voted unanimously to approve the Operations

Report and authorize termination of service to the delinquent accounts, in accordance with the District's Rate Order.

RESOLUTION AUTHORIZING SUBMITTAL OF THE WATER SMART ("WATER SMART") APPLICATION IN THE ASSOCIATION OF WATER BOARD DIRECTORS – TEXAS ("AWBD") WATER SMART PARTNERS PROGRAM (THE "RESOLUTION")

The Board then discussed the District's participation in the AWBD Water Smart program. Mr. Madia then requested photographs from the Directors participation in National Night Out in October 2017. Upon motion by Director Smith, seconded by Director Elkins, after full discussion and the question being put to the Board, the Board voted unanimously to authorize preparation of the AWBD Water Smart application and adopt the Resolution.

GREENS BAYOU COALITION ("GBC")

Director Elkins reported that the open house workshop for GBC East Reach water districts has been rescheduled for February 9<sup>th</sup> at the Harris County Emergency Services District No. 46/Atascocita Volunteer Fire Department Administration Building (the "Atascocita VFD Administration Building"), 18425 Timber Forest Drive, Humble, Texas 77346. The Board then requested that a special meeting agenda be posted for such meeting. Ms. Adams noted that she will be speaking on governance and park/trail funding at the workshop, and Ms. Klein will also be presenting regarding the District's proposed parks and trails.

DETENTION FACILITIES REPORT

Mr. Dillard then reviewed the Detention Facilities Report. Mr. Dillard reported that he toured the District's detention facilities with Directors Kirby and Pendleton on January 23<sup>rd</sup>. Mr. Dillard went on to report that although the Woodland Hills Drive expansion has been completed, Harris County (the "County") is still maintaining its staging site. Ms. Schroeder added that the County is not due to close out such project until April. Director Campbell then requested that the District request that the County leave the dirt on the staging site for District use.

The Board then requested that Mr. Dillard provide a quote to replace: 1) the bollards and gate on Apple Hollow; and 2) the chain-link gate on Woodland Hills Drive and Apple Hollow Lane, in the event it is not included in the County's plans or punch list. Further discussion then ensued regarding the bollards on Apple Hollow and it was noted that AT&T removed the bollards and did not replace them. The Board then requested that such work be performed immediately and that AT&T be backbilled for such work. Upon motion by Director Smith, seconded by Director Elkins, after full discussion and the question being put to the Board, the Board voted unanimously to authorize installation of the bollards on Apple Hollow.

Discussion then ensued regarding the graffiti found at the CP Detention Pond and the Board asked the cost for the removal of same. Mr. Dillard explained that the cost range for removal is approximately \$650 to \$1,000. Upon motion by Director Smith, seconded by Director Kirby, after full discussion and the question being put to the Board, the Board voted unanimously to authorize the removal of graffiti at the CP Detention Pond. Director Campbell then requested that a police report be filed to report such vandalism at the CP Detention Pond.

Mr. Dillard then reported that he will obtain a quote to install rebar at the STP for the Board's consideration at the February 26<sup>th</sup> Board meeting.

Ms. Schroeder then reported that she has been investigating the wet bottom nature of the CP Detention Pond and she has learned that it was originally designed to be one-foot (1') above the flow of Williams Gully, which has now silted in. Ms. Schroeder then explained that the District will need to confirm that the CP Detention Pond otherwise has the volume of retention needed if it chooses to convert it to a wet bottom detention pond.

Ms. Adams then presented the Interlocal Agreement(s) with Harris County Flood Control District ("HCFCD") for mowing reimbursement for P130-02-04, P130-02-00 and P130-02-02 (the "HCFCD Units") (the "Interlocal Agreement"). Ms. Adams also reported that Champions will be amending the Service Agreement between Champions and the District to include maintenance of the noted HCFCD Units. Ms. Adams then recommended Board approval of the Interlocal Agreement. Upon motion by Director Pendleton, seconded by Director Smith, after full discussion and the question being put to the Board, the Board voted unanimously to approve and authorize execution of the Interlocal Agreement.

Director Campbell then reported that Seaback Maintenance, Inc. ("Seaback") has continued to mow at the STP. The Board then inquired, in addition to the other locations in the District, which easement Seaback mows, as evidenced by the Seaback invoice. Director Campbell then stated that if Seaback is going to perform any maintenance in the District, Seaback should enter into a contract with the District because there must be some accountability. Director Elkins then reported that she will contact Seaback to obtain clarification of what easement it is maintaining. The Board then requested that Champions provide a quote for mowing the same areas Seaback mows at the District's February 26<sup>th</sup> Board meeting.

#### DEVELOPER'S REPORT

There was no report under this matter.

#### ENGINEER'S REPORT

Ms. Schroeder then reviewed the Engineer's Report with the Board, a copy of which is attached hereto. Ms. Schroeder first reported that, in connection with the Waterline Project, BGE received Pay Estimate No. 5 in the amount of \$55,808.10 from Vaca Underground Utilities ("Vaca"), contractor for such project. Ms. Schroeder then recommended Board approval of such pay estimate.

Also in connection with the Waterline Project, Ms. Schroeder reported that SE is working on meter installations and has completed the meters on Wells Mark Drive, Shrub Oak Drive and Crestline Road.

Ms. Schroeder then reported that the District's TPDES Wastewater Discharge Permit renewal application is under final review by the TCEQ.

Director Elkins then inquired if Vaca was storing pipe on District property. Ms. Schroeder responded that she would contact Vaca on where they are storing pipe.

Discussion then ensued regarding weather delays and the Board inquired why there have been no change orders for any weather delays. Ms. Schroeder replied that she will follow-up with Vaca on such matter.

Upon motion by Director Smith, seconded by Director Kirby, after full discussion and the question being put to the Board, the Board voted unanimously to approve: 1) the Engineer's Report; and 2) Pay Estimate No. 5 in the amount of \$55,808.10 from Vaca, in connection with the Waterline Project.

#### RIGHT OF ENTRY AGREEMENT WITH THE WEST HARRIS COUNTY REGIONAL WATER AUTHORITY ("WHCRWA")

Ms. Adams then reported that the District has not received the corrected draft of the Right of Entry Agreement from the WHCRWA for access to the District's water well sites. The Board then deferred approval of such agreement until the February 26<sup>th</sup> Board meeting.

#### DEVELOPMENT OF RECREATIONAL AMENITIES

First, Ms. Schroeder requested Board approval to prepare the topographical survey for the proposed trails, as requested by Four and One. Ms. Schroeder then explained that such survey will be billed on an hourly basis. Upon motion by Director Smith, seconded by Director Kirby, after full discussion and the question being put to the Board, the Board voted unanimously to authorize BGE to prepare the topographical survey for the trails.

Ms. Klein then reviewed with the Board the revised draft of the Texas Parks and Wildlife Department ("TPWD") trail grant application. Ms. Klein reported that it was recommended by the TPWD that the District request funding for the District's trails rather than other amenities. Ms. Klein reminded the Board that it originally authorized requesting a grant of \$66,900 from the TPWD. Ms. Klein then explained that the total approximate cost to construct the trails is \$136,400, which consists of approximately \$98,300 for the south trails and approximately \$38,100 for the north trails. Upon motion by Director Smith, seconded by Director Kirby, after full discussion and the question being put to the Board, the Board voted unanimously to submit the grant application in the amount of \$136,400.

Director Elkins also noted that she would like to know if there is an easement for the abandoned sanitary sewer line between the District and the nearby State Jail to which the District previously provided sanitary sewer service.

#### DISTRICT COMMUNICATIONS

Ms. Rodriguez then reported that the District's website is being updated, as necessary.

Director Kirby then stated that she did not receive a call from Mr. Don Dulin of MyWaterBoard.com regarding the trailofthelakesmud.com email issues. All other Directors echoed Director Kirby. Ms. Rodriguez responded that she contacted Mr. Dulin on December 18, 2017, following the District's Board meeting. The Board then requested that she contact Mr. Dulin again and that he attend the District's February 26<sup>th</sup> Board meeting.

The Board then discussed the March 2018 Newsletter and requested such publication include the following topics: 1) Spring Break safety tips; and 2) update on park bonds and development of District park amenities. Upon motion by Director Elkins, seconded by Director Kirby, after full discussion and the question being put to the Board, the Board voted unanimously to authorize preparation of the March 2018 Newsletter.

#### ATTORNEY'S REPORT

Ms. Adams then distributed for Board review an Attorney Fee Agreement Rate Amendment for General Counsel Services (the "Attorney Fee Agreement"), a copy of which is attached hereto. Ms. Adams stated that individual employee rates are increasing slightly from the amount set in March 2015. Upon motion by Director Pendleton, seconded by Director Smith, after full discussion and the question being put to the Board, the Board voted unanimously to approve and authorize execution of the Attorney Fee Agreement.

#### REVIEW OF GARBAGE AND RECYCLING PROPOSALS

Director Campbell then noted that the proposals received for Garbage and Recycling Collection Services varied and suggested that further review of such proposals should be deferred until the February 13, 2018 special meeting.

Director Campbell also noted that, although there are still some issues with its services, RRRT seems to be trying to improve it. Director Campbell also stated that, because it appears RRRT is operating within the District after 5:00 p.m. approximately 25 percent (25%) of the collection days per month, RRRT should utilize four (4) garbage trucks in the District in order to work within the hours of collection outlined in the Agreement for Recycle and Solid Waste Collection and Disposal Services between the District and RRRT. The Directors then agreed that RRRT should continue to correct its service deficiencies and treat customers with respect, stop backing down streets and make an effort to address complaints immediately when brought to its attention.

#### REVIEW OF CONSULTANT CONTRACTS

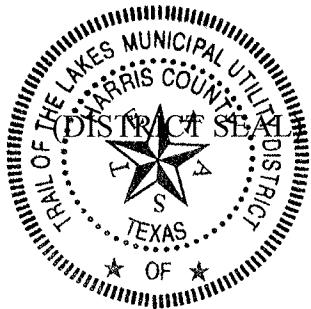
The Board had no comments on the consultant contracts at this time.

#### MISCELLANEOUS MATTERS

Ms. Adams then reminded the Board that the following meetings are scheduled: 1) special meetings have been scheduled for: a) Friday, February 9, 2018, at 11:30 a.m., at the Atascocita VFD Administration Building, 18425 Timber Forest Drive, Humble, Texas 77346; and b) Tuesday, February 13, 2018, at 3:30 p.m. in Room T-16 at Atascocita High School; 2) the next regular meeting has been scheduled for Monday, February 26, 2018, at 6:00 p.m., at Atascocita High School, Red Large Instruction Room, located at 13300 Will Clayton Parkway, Humble, Texas 77346.

There being no further business to come before the Board, the meeting was adjourned.

PASSED, APPROVED and ADOPTED this 26<sup>th</sup> day of February, 2018.



A handwritten signature in black ink, appearing to read "S. J. G.", is positioned above a horizontal line.

Secretary, Board of Directors