

MINUTES
NOTTINGHAM COUNTRY MUNICIPAL UTILITY DISTRICT

March 18, 2019

The Board of Directors (the "Board") of Nottingham Country Municipal Utility District (the "District") met in regular session, open to the public, on the 18th day of March, 2019, at Allen Boone Humphries Robinson LLP, 3200 Southwest Freeway, Suite 2600, Houston, Texas, outside the boundaries of the District, and the roll was called of the members of the Board:

Ronald E. Hudson	President
John "Jay" Wheeler	Vice President
Vaughan Brown	Secretary
Alan Wiggins	Assistant Vice President
Dennis Moon	Assistant Secretary

and all of the above were present except Director Wiggins, thus constituting a quorum.

Also present for all or part of the meeting were Brian Bare of Si Environmental, LLC ("Si Enviro"); Kelly Jurecek of Tax Tech, Inc. ("Tax Tech"); Pat Booth of van Sant Landscape Management ("van Sant"); Pamela Logsdon of AVANTA Services; Teague Harris of IDS Engineering Group ("IDS"); Bob DeForest of KGA/DeForest Design, LLC ("KGA"); and David Oliver, Christina Miller, Caroline Jones, and Tracie Brownlee of Allen Boone Humphries Robinson LLP ("ABHR").

PUBLIC COMMENTS

Director Hudson opened the meeting to receive public comments. No member of the public came forward to address the Board.

MINUTES OF PRIOR MEETING

The Board considered approval of the minutes of the District's regular meeting held on February 18, 2019. Following review and discussion, Director Brown moved to approve the minutes of the February 18, 2019, regular meeting, as submitted. Director Wheeler seconded the motion, which passed unanimously.

WEST HARRIS COUNTY REGIONAL WATER AUTHORITY ("WHCRWA")
MATTERS

There was no discussion on this matter.

FINANCIAL AND BOOKKEEPING MATTERS

Ms. Logsdon reviewed the written bookkeeper's report, including the budget

comparison, schedule of investments, certificates of deposit expired and renewed, and checks presented for approval. A copy of the bookkeeper's report is attached. Following review and discussion, Director Wheeler moved to approve the bookkeeper's report and authorize payment of all checks presented for payment. Director Brown seconded the motion, which was approved by unanimous vote.

ANNUAL AUDIT FILING

The Board considered authorizing filing of the District's current audit with the appropriate information depositories in accordance with the District's Continuing Disclosure of Information Agreement and as required by SEC Rule 15c2-12. Following review and discussion, Director Wheeler moved to authorize filing of the District's audit for fiscal year ending September 30, 2018, in accordance with the District's Continuing Disclosure of Information Agreement and as required by SEC Rule 15c2-12. Director Brown seconded the motion, which was approved by unanimous vote.

ORDER ADOPTING AMENDED AND RESTATED PROCEDURES FOR CONTINUING DISCLOSURE COMPLIANCE

Ms. Miller stated that, when the District issues bonds, the District enters into a continuing disclosure undertaking for the benefit of the bondholders. She added that the provisions of that undertaking require that the District comply with certain continuing disclosure requirements for its bonds. She explained that the Board is ultimately responsible for continuing disclosure compliance for its bonds, with assistance by its consultants. Ms. Miller added that, in order to ensure that the District's procedures for continuing disclosure compliance are well documented, the Board has previously adopted such procedures in writing. She stated that, because the United States Securities and Exchange Commission has amended its Rule 15c2-12, ABHR recommends that the District's written procedures be amended by the Board. Ms. Miller reviewed an Order Adopting Amended and Restated Procedures for Continuing Disclosure Compliance with the Board. Following review and discussion, Director Wheeler moved to adopt the Order Adopting Amended and Restated Procedures for Continuing Disclosure Compliance and direct that the Order be filed appropriately and retained in the District's official records. Director Brown seconded the motion, which passed by unanimous vote.

TAX ASSESSMENT AND COLLECTION MATTERS

Ms. Jurecek distributed and reviewed the tax assessor/collector's report, including a list of checks presented for approval, a copy of which is attached. She noted that 96.30% of 2018 taxes have been collected as of March 18, 2019.

Ms. Jurecek recommended four delinquent tax accounts totaling \$133.74 be written off from the District's delinquent tax roll pursuant to Section 33.05 of the Texas Property Tax Code.

Following review and discussion, Director Brown moved to approve the tax assessor/collector's report and payment of the tax bills and to write off of the recommended delinquent tax accounts totaling \$133.74. Director Moon seconded the motion, which passed unanimously.

OPERATION OF DISTRICT FACILITIES AND CUSTOMER CORRESPONDENCE

Mr. Bare reviewed the operations report, a copy of which is attached. He generally reviewed operations and maintenance for the month. Mr. Bare reported 90.18% water accountability for the prior month. He reported that there were no violations at the wastewater treatment plant and no new connections.

After review and discussion, Director Wheeler moved to approve the operator's report. Director Moon seconded the motion, which passed unanimously.

CONDUCT HEARING ON TERMINATION OF WATER SERVICE

The Board conducted a hearing on the termination of water service. Mr. Bare reported that the customers included on the list of delinquent utility accounts presented to the Board were delinquent by more than 50 days and had been given written notice 10 days prior to this meeting of the opportunity to appear before the Board to explain, contest, or declare why their utility service should not be terminated for reason of nonpayment. After review and discussion, Director Brown moved to terminate the services for the customers on the list in 10 days if the customers' bills are not paid in accordance with the District's Rate Order and direct that the delinquent customer list be filed appropriately and retained in the District's official records. Director Wheeler seconded the motion, which was approved by unanimous vote.

REVIEW DROUGHT CONTINGENCY PLAN AND ADOPT ORDER ADOPTING AMENDED AND RESTATED DROUGHT CONTINGENCY PLAN

Mr. Miller stated that the Texas Commission on Environmental Quality ("TCEQ") rules require that the District review and adopt an Amended and Restated Drought Contingency Plan in 2019, prior to May 1st. She reviewed an Amended and Restated Drought Contingency Plan with the Board. After review and discussion, Director Brown moved to adopt an Order Adopting Amended and Restated Drought Contingency Plan; Providing for Implementation and Enforcement Thereof; Providing Penalties for Violations; and Containing Other Provisions Related to the Subject and direct that the Order be filed appropriately and retained in the District's official records. Director Wheeler seconded the motion, which passed by unanimous vote.

ENGINEERING AND CAPITAL IMPROVEMENT PROJECTS

The Board received the engineer's report, a copy of which is attached.

FEMA FLOOD MITIGATION GRANT ASSISTANCE APPLICATION

Mr. Harris updated the Board regarding the status of the District's damages application and proposed mitigation grant assistance application. He reported on a meeting with FEMA representatives at the District's facilities.

WATER PLANT AND WELL NO. 1 FLOOD MITIGATION

Mr. Harris provided an update on the status of the Water Plant and Well No. 1 flood mitigation.

WELL NO. 3 FLOOD MITIGATION

Mr. Harris provided an update on the status of the Well No. 3 flood mitigation.

WASTEWATER TREATMENT PLANT ("WWTP") FLOOD MITIGATION

Mr. Harris reported the design of the WWTP flood mitigation is on hold pending completion of Well No. 3 flood mitigation.

WELL NO. 2 FLOOD MITIGATION

Mr. Harris provided an update on the status of Well No. 2 flood mitigation.

WWTP IMPROVEMENTS

Mr. Harris provided an update on the WWTP improvements. He recommended approval of Pay Estimate No. 21 in the amount of \$176,507.80, submitted by N&S Construction Company, Inc. ("N&S"). After review and discussion, Director Wheeler moved to approve payment to N&S, as recommended. Director Moon seconded the motion, which passed unanimously.

SANITARY SEWER REHABILITATION PROGRAM

Mr. Harris provided an update regarding the sanitary sewer rehabilitation program.

DEEDS, EASEMENTS, CONSENTS TO ENCROACHMENTS, REQUEST FOR SERVICE OR UTILITY COMMITMENT LETTERS

There was no discussion on this matter.

DISTRICT CAPITAL IMPROVEMENT PLAN BUDGET UPDATE

Mr. Harris stated there was no news to report on the District Capital Improvement Plan.

DETENTION POND MAINTENANCE MATTERS

Mr. Harris provided an update regarding the Kelliwood Lakes detention basin outfall repair.

Following review and discussion, Director Wheeler moved to approve the engineer's report. The motion was seconded by Director Brown and carried unanimously.

GREENBELT PARK AND GREENBELT NORWALK

Director Brown generally reported on maintenance matters related to Greenbelt Park and Greenbelt Norwalk. He reported on the state of a drainage outfall near Highland Knolls in Greenbelt Norwalk. The Board directed Van Sant to mark such outfall to restrict public access until further notice.

PEDESTRIAN ACCESS AND CONNECTIVITY PROJECT (THE "SIDEWALK PROJECT"), INCLUDING PROJECT PARTNERSHIP WITH HARRIS COUNTY (THE "COUNTY")

Ms. Miller updated the Board regarding the status of the project partnership between the District and the County in connection with the Sidewalk Project. She reported on a request received from Kelliwood Fund to omit a section of sidewalk added by the County that turns eastward at Orchard Brook Dr. into the neighborhood from Westgreen Boulevard. She stated that the County was willing to omit the section of sidewalk, but wanted to ensure the District was supportive of this determination. After discussion, the Board concurred that the County may remove this section

NORWALK GREENBELT SIDEWALK IMPROVEMENTS AND REFLECTION GARDEN PROJECT

Mr. DeForest distributed and reviewed a landscape architect's report, a copy of which is attached.

Mr. DeForest updated the Board on the construction of the Greenbelt Norwalk Sidewalk Improvements. He reported on tree trimming needs in connection with the project. Following discussion, Director Brown moved to authorize van Sant to trim the trees as needed in connection with the Greenbelt Norwalk Sidewalk Improvements for an amount not to exceed \$2,000.00, subject to review by Director Brown. The motion was seconded by Director Wheeler, and passed unanimously.

Mr. DeForest updated the Board on the construction of the Reflection Garden Project.

PUBLIC POWER POOL ("PPP") TECHNICAL COMMITTEE

Director Hudson provided an update regarding the monthly meeting of the PPP Technical Committee.

EMERGENCY NOTIFICATION SYSTEM

There was no discussion on this matter.

DISTRICT TECHNOLOGY AND INFORMATION MANAGEMENT MATTERS

There was no discussion on this matter.

WEBSITE MATTERS

There was no discussion on this matter.

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



Secretary, Board of Directors

(SEAL)



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