

**MINUTES OF REGULAR MEETING  
HARRIS COUNTY MUNICIPAL UTILITY DISTRICT NO. 191  
October 23, 2019**

STATE OF TEXAS           §  
  §  
COUNTY OF HARRIS       §

The Board of Directors of Harris County Municipal Utility District No. 191 of Harris County, Texas, met in **regular session**, open to the public, beginning at **6:30 PM** at the Champions MPC Clubhouse, 13719 Champions Centre Drive, Houston, Texas 77069, on **October 23, 2019**, and the roll was called of the duly constituted officers and members of the Board, to-wit:

Robert Price	President
Ernest F. Gigliotti	Vice President
Rob Harris	Secretary
Vaughan G. Miller	Treasurer
Ronald Young	Assistant Secretary and Director

and all were present, except Mr. Gigliotti, thus constituting a quorum. Also present were: Rich Rankin of Hays Utility South Corporation; Deputy Jose Rivera (joined by Sgt. A. Strain) of Harris County Precinct 4 Constable's Office; Tim Hardin and Omar Rodriguez of Langford Engineering, Inc.; James Dougherty, attorney for the District; and Patty Rodriguez of Bob Leared Interests. Also present was Ms. Lehnda Buisson, a resident of the District. Ms. Claudia Redden of Claudia Redden & Associates arrived shortly thereafter. Ms. Barbra Jones, a resident of Highland Timbers, also arrived. After the President called the meeting to order, the following occurred:

**1. Constables, Etc.** Deputy Rivera presented a written Constables report. He mentioned a runaway incident and some minor calls and reports.

**2. Regular Subjects, Minutes and Consent Agenda**

*a. Bookkeeping and financial matters.* Ms. Redden presented the bookkeeper's report with checks she had prepared to pay bills. There was a question about the Champions MPC HOA check. It was explained that the check was for the National Night Out event in support of the Constable patrol and that there would have to be a letter to transmit the check to the HOA. It was duly moved and seconded to accept the report and authorize the prepared checks to be paid, also the missing per diem checks. All voted in favor. The prepared checks were approved and signed during the meeting.

*b. Tax Assessor/Collector.* Ms. Rodriguez presented the monthly report, the delinquent list and a list of checks to be paid. After a brief discussion, it was duly moved and seconded to accept the report and authorize the prepared checks to be paid, and all voted in favor. The prepared checks were approved and signed during the meeting.

The President opened a public hearing on the proposed tax rate. Mr. Dougherty and Ms. Rodriguez gave background information about the proposed rate, the hearing and the notice. Ms. Rodriguez presented an affidavit of publication with a copy of the published notice. The President asked if anyone else who would like to be heard--or present any information--in connection with the proposed tax rate, but there was no one who wished to do so. Director Miller moved to close the public hearing. The motion was seconded and adopted. Next, Director Miller moved to adopt a written measure entitled "ORDER LEVING TAXES," which would set the tax rate for TY 2019 at \$0.25 per \$100 of taxable value and approve an amendment to the District's information form. The motion was seconded by Director Harris, and, when the question was called, the measure was adopted by the following vote:

Ayes: Directors Price, Gigliotti, Miller, Harris, Young  
Nays: (none)

c. *Legal matters.* No action was taken.

d. *Utility operations.* Mr. Rankin presented and reviewed the operations report. There were question about the low spot where a leak was repaired on FM 1960. He explained that the soil had to be allowed to settle before being covered-over.

e. *Minutes.* Mr. Dougherty presented draft minutes for the meeting held September 25, 2019. It was duly moved and seconded to approve them as revised. The motion passed unanimously.

**3. *Water and Sewer Matters.*** Ms. Buisson explained that there had been delays in the mail resulting from Tropical Storm Imelda. She said they caused her to incur an approximate \$41 late fee. The President said he knew it was a serious problem--it was a federally-declared disaster. Director Harris moved to extend the due date on water-sewer bills by 30 days for those customers who were affected and authorize the operator to credit the amount of any late fees paid by those customers for the affected bills, if they request (apparently, three had requested). Director Miller seconded, and all voted in favor.

Ms. Jones explained that she had received a series of unusually large bills, and she did not know the cause. There was an extended discussion. The President asked the operator to review the account and visit the site. The Board authorized the operator to accept a flat payment of \$150 per month until the Board receives the operator's report and makes a decision on the account.

**4. *Engineering & Projects.*** Mr. Hardin presented the engineer's report. He showed drawings he had worked on for the TxDOT project on FM 1960. He said he had been in contact with TxDOT engineers, and they had explained that the "eligibility ratio" would be determined by a fraction, where the numerator would be the facilities in the TxDOT right of way that are in conflict with the project, and the denominator would be everything else that is relocated. There were questions about TxDOT policies regarding relocation costs and easements.

It was duly moved and seconded to issue an additional work order to Langford Engineering, Inc. for the TxDOT work in the amount of \$5,000.

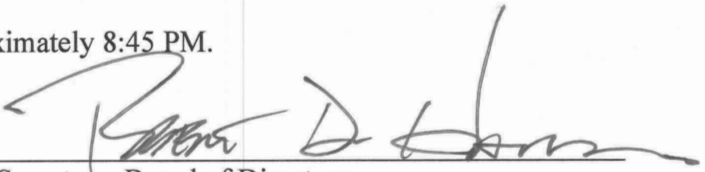
**5. *Energy, Streetlights, Etc.*** There was no action taken.

**6. *FM 1960 Project.*** There was no action taken, but there was some discussion of the project during the meeting.

**7. *Records, Communications, Meetings, etc.*** The President briefed the Board on the effort to retrieve the District's records from the former engineer. He asked about normal engineering practices, and also about CAD files. Mr. Hardin explained that it could be very expensive to re-create CAD files, and it would be necessary to do that for some projects, like a plant project. He also mentioned key applications, like applications for WWTP discharge permits. He said it would be very expensive to prepare a renewal application without the prior application. He said it's vital to get CAD drawings for surveys. The President explained what records had been received and which were not, as well as the former engineer's request to be paid. After discussion, it was duly moved and seconded to: (i) authorize the President to negotiate and approve a reasonable settlement (including appropriate fees, releases, etc.) and (ii) designate the President and Mr. Gigliotti as an ad hoc advisory committee for that purpose, if needed. All voted in favor.

There was a discussion about re-setting the November regular meeting to November 20 and the December regular meeting to December 18, which seemed to be available dates for those still present in the meeting. The President indicated that he would check with the others before calling those meetings.

*(Adjournment)* The meeting adjourned at approximately 8:45 PM.



(SEAL)

Secretary, Board of Directors