

**MINUTES OF REGULAR MEETING
HARRIS COUNTY MUNICIPAL UTILITY DISTRICT NO. 191
February 26, 2020**

STATE OF TEXAS §

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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 **February 26, 2020**, 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, thus constituting a quorum. Also present were: Rich Rankin and Howard Wilhite of Hays Utility South Corporation; Tim Hardin of Langford Engineering, Inc.; James Dougherty, attorney for the District; Patty Rodriguez of Bob Leared Interests; and Deputy Jose Rivera of the Harris County Precinct 4 Constable's Office. Mr. Prakash Patel and Mr. Mayur Desai arrived near the beginning of the meeting, and Ms. Claudia Redden of Claudia Redden & Associates arrived shortly after 7:00 PM. The President called the meeting to order, and the following business was transacted:

1. Constables, Etc. Deputy Rivera presented a written Constables report. He mentioned a pair of suspects who had reportedly been breaking into houses, usually from the back. There were questions and a discussion.

2. Regular Subjects, Minutes and Consent Agenda

a. Bookkeeping and financial matters. Ms. Redden presented the bookkeeper's report with checks that had been prepared to pay bills. There was a discussion about the MPC HOA billing for use of the Clubhouse. There was a motion to accept the report and authorize the prepared checks, with two changes: (i) reducing the MPC HOA check by half (to \$439.23) and (ii) adding a check to reimburse Mr. Price for the new projector screen (\$188.53). The motion was seconded and adopted unanimously. The authorized checks were signed during the meeting.

b. Tax Assessor-Collector. Ms. Rodriguez presented the Tax Assessor-Collector's report. She noted that the percentage of collections was running below the prior year, probably because a large account for a hospitality company had not yet been paid. She and Mr. Dougherty presented four routine tax resolutions: (i) resolution extending engagement of the tax assessor-collector, (ii) resolution granting and confirming exemptions, (iii) resolution extending engagement of delinquent tax attorney, and (iv) resolution imposing statutory additional penalties. There was a motion to adopt each one. Each motion was seconded, and each resolution was adopted unanimously. It was then duly moved and seconded to accept the Tax Assessor-Collector's report and authorize the prepared tax-account checks to be paid, and all voted in favor. The authorized checks were signed during the meeting.

c. Legal matters. There was no action taken, except as to the election (see below).

d. Utility operations. Mr. Rankin presented and reviewed the operations report. He briefed the Board on a group of uncollectable accounts and explained the collection efforts that had been made. He recommended that the Board authorize transferring them to an inactive category. Director Harris moved to authorize the transfer. Director Miller seconded, and all voted in favor. There was a discussion about sequential delinquencies at a service address, perhaps indicating collusion among tenants or occupants to avoid paying for water and sewer service. The President asked that the attorney prepare a rate order

amendment with increased deposits, also adjustments to water rates resulting from the NHCRWA increases.

Mr. Rankin said he would be preparing a proposal for manhole repairs, and it would be prioritized based on age, condition, etc. Mr. Wilhite reported on a personnel change at HUSC. It was duly moved and seconded to accept the Operator's report. All voted in favor.

The President opened a public hearing for any persons present to be heard to show cause why their water service should not be terminated for non-payment of utility bills. The operator reported that the hearing notice was given for each account on the list of proposed terminations. It was noted that no persons were present to be heard, and the public hearing was closed. The operator recommended service terminations for the accounts on the list in accordance with the District's standard operating procedures. It was then duly moved and seconded that: (i) the amount shown for each account on the list of proposed service terminations be found to be correct, (ii) although notice of that night's hearing was given to each person on the list, no one appeared, and (iii) water service be authorized to be terminated to the accounts listed, in accordance with the District's standard operating procedures. The motion carried by unanimous vote.

e. *Minutes.* Mr. Dougherty submitted draft minutes for the January meeting. It was duly moved and seconded to approve them as revised. The motion passed unanimously.

3. Water and Sewer Matters. Earlier in the meeting, Mr. Dougherty presented a checklist of steps for making new water or sewer connections—or changing existing connections—to serve development and redevelopment projects. There was a discussion. Mr. Dougherty explained that implementing the approach shown in the checklist would require a lengthy rate order amendment. He said he would bring it back to the Board at a future meeting. Mr. Dougherty also presented some updates to the old regulations governing permits. There was brief discussion, after which Director Harris moved to amend the rate order to include the updates. Director Miller seconded, and all voted in favor.

The President recognized Mr. Patel and Mr. Desai. They explained that they represented the proposed owner or operator of a hotel to be built at 13010 Willow Centre Drive (Murphy Oil site), and they needed a capacity permit. Their application was reviewed in the meeting, and it appeared that it was incorrect and incomplete (some items being left completely blank). It also appeared that no one had paid the required cost deposit. Mr. Hardin estimated that the cost deposit should be about \$2,500. There were questions about the proposed project, including the required timing for purchasing the property. Mr. Patel asked if the application could be acted upon at the next meeting, explaining that it would be within the time allowed by their purchase contract.

4. Engineering & Projects. Mr. Hardin presented the engineer's report and updated the Board on repair of the manhole collapse near Paragon Court. He recommended filling-in a segment of the line and the collapsed manhole in the easement area to be abandoned. Mr. Ranking showed an aerial photo of that area. After discussion, Director Gigliotti moved to authorize the President to issue a work order to the operator, under the existing agreement, for filling-in the facilities in site restoration. Director Miller seconded, and all voted in favor.

Mr. Hardin presented optional approaches for manhole replacements, including use of epoxy-coated conventional manholes and new polymer manholes. There was a discussion and a request for additional information.

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

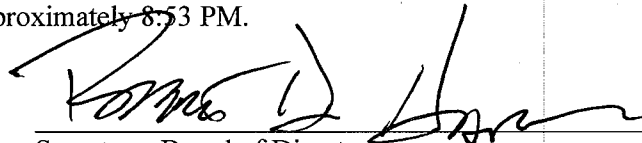
6. FM 1960 Project. Mr. Hardin updated the Board on relocation of utilities along FM 1960, including the three scenarios presented and discussed at the special meeting on February 11. After discussion, Director Harris moved to: (i) authorize the President to engage Olson & Olson for eminent domain services and, working with Olson & Olson, to pick an appraiser for property acquisitions; and (ii) authorize the engineers to submit Scenario 1, cost estimates and a revised eligibility ratio to TxDOT. Director Miller seconded, and all voted in favor.

7. Records, Communications, Meetings, etc. No action was taken.

8. Elections, etc. Mr. Dougherty reported that the election was unopposed and presented the Secretary's official certification. He explained that the Board could adopt an order cancelling the election and declaring the unopposed candidates elected. He presented an order based on the Secretary of State's official form. It was duly moved and seconded to adopt the order. All voted in favor, thus adopting the order.

(Adjournment) The meeting adjourned at approximately 8:53 PM.

(SEAL)



Secretary, Board of Directors