

**MINUTES OF REGULAR MEETING
HARRIS COUNTY MUNICIPAL UTILITY DISTRICT NO. 191
April 22, 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** on **April 22, 2020**, at the Champions MPC Clubhouse, 13719 Champions Centre Drive, Houston, Texas 77069 (including a telephone conference call audible at that location, as authorized by the Governor of the Texas under an emergency declaration). 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 Mr. Price was present at the meeting place--Mr. Gigliotti, Mr. Harris and Mr. Young were present via conference call (and Mr. Miller joined a few minutes later), thus constituting a quorum. Present on the conference call were Ms. Claudia Redden of Claudia Redden & Associates; Ms. Patty Rodriguez of Bob Leared Interests; Ms. Robin Secrest and Mr. Rich Rankin of Hays Utility South Corporation; Mr. Tim Hardin and Mr. Omar Rodriguez of Langford Engineering, Inc., engineers for the District; and Mr. James Dougherty, attorney for the District. The meeting was recorded.

The President called the meeting to order, and the following business was transacted:

1. Constables, Etc. The Board received a written Constables report.

2. Regular Subjects, Minutes and Consent Agenda

a. Bookkeeping and financial matters. The Board received the bookkeeper's report from Ms. Redden with the checks that had been prepared to pay bills. There were questions about the operating reserve. There was a motion to accept the report and authorize the prepared checks to be signed.

b. Tax Assessor-Collector. The Board received the Tax Assessor-Collector's report from Ms. Rodriguez with the checks that had been prepared to pay tax-account bills. She said the collection percentage was at 93.7%, slightly below the prior year, primarily because there were three commercial accounts outstanding. There were questions about the effect of the coronavirus pandemic. 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. All voted in favor.

c. Legal matters. There was no action taken.

d. Utility operations. Mr. Rankin presented and reviewed the operations report. He reported that there were no excursions at the WWTP (it stayed within permit). He mentioned an inquiry about a fence next to the Prestonwood Park lift station, and the President asked that he gather and report additional data. Ms. Secrest reviewed the delinquent-account letter that had been sent. It did not include a termination warning, but it did include a provision for customers to call the operator's office to arrange a payment plan if they were affected by the coronavirus (CoVID-19). The Board took no action to disconnect any customers in the current month.

The President reported that NHCRWA had deferred its previously-adopted 2020 rate increases for three months (from April 1 to July 1). To pass-through the benefit of that deferral, Director Miller moved to re-adopt the District's rate order, amended so that all of rates based on quantity of water (including minimum quantity) were adjusted downward by \$0.45 per 1,000 gallons. Director Harris

seconded, and all voted in favor. It was duly moved and seconded to accept the Operator's report. All voted in favor.

e. Minutes. Mr. Dougherty submitted draft minutes for March 25 and April 13. It was duly moved and seconded to approve them as submitted. The motion passed unanimously.

3. Water and Sewer Matters. There was no action taken, except as described below for engineering and projects.

4. Engineering & Projects. Mr. Hardin presented the engineer's report. He mentioned calculations of capacity, including the capacity requested for a permit to serve the proposed new Popeye's restaurant. Director Miller moved to authorize the permit with the requested capacity. Director Harris seconded, and all voted in favor.

Mr. Hardin estimated the additional cost for completing the inventory and asset management plan at \$10,000. Mr. Miller moved to authorize a work order in that amount for that purpose. Mr. Harris seconded, and all voted in favor.

Mr. Dougherty reviewed the work needed for the TxDOT contract, including the proposed grant application. After discussion, it was duly moved and seconded to authorize the President to work with Mr. Howell on financial work to support the application, at a cost not to exceed \$2,000. All voted in favor.

Mr. Hardin reviewed the schedule for the work on the manhole repair project and the expected receipt of the signed easement documents. He said the contract should be ready for award in May, possibly at a special meeting. There was a question about filling the hole near the collapse, which had been done.

Mr. Hardin reviewed calculations of sustainable load levels. He said they showed capacities sufficient to serve average utility demand levels, but not high-demand facilities. There was a discussion about the assumptions used in the calculations, including the safe loading level for the STP. Mr. Hardin mentioned three possible causes of new demand: development of unserved land, redevelopment of served land and annexations of new land (if any). There was further discussion. The President indicated that the old policy should be reviewed and recommendations for updating the policy should be brought back to the Board.

There was a consensus to call a special meeting for May 11 to consider bids for the manhole collapse repair project (Carrington)

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

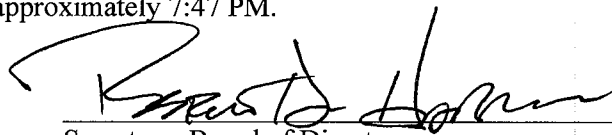
6. FM 1960 Project. See discussion during the engineering report, Mr.

7. Records, Communications, Meetings, etc. There was no report and no action taken.

8. Elections, etc. There was no report and no action taken.

(Adjournment) The meeting adjourned at approximately 7:47 PM.

(SEAL)


Secretary, Board of Directors