

**MINUTES OF REGULAR MEETING
HARRIS COUNTY MUNICIPAL UTILITY DISTRICT NO. 191
June 24, 2020**

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** on **June 24, 2020**, at the Cy-Champ PUD facility at **13455 Cutten Road, Suite 1A, 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 and Mr. Miller were present at the meeting place, and Mr. Gigliotti, Mr. Young and Mr. Harris were present via conference call, thus constituting a quorum. Also present on the conference call were Ms. Claudia Redden of Claudia Redden & Associates; Mr. Howard Wilhite, Ms. Robin Secrest and Mr. Rich Rankin of Hays Utility South Corporation; Mr. Tim Hardin of Langford Engineering, Inc., engineers for the District; Ms. Patty Rodriguez of Bob Leared Interests; 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. 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 sales tax receipts, which appeared to be falling because of the CoVID-19 outbreak (and "lockdown"), starting in March. There was a motion to accept the bookkeeper's report and authorize the prepared checks to be signed, including the check for \$1,200 payable to Cy-Champ PUD for use of the meeting place (six months).

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. There were questions about the list of delinquent account, including the Sienna Vista firm and a fee strip parallel to the BNSF Railroad. Ms. Rodriguez offered to get information on the fee strip, including the pending lawsuit. Mr. Miller moved to accept the Tax Assessor-Collector's report and authorize the prepared tax-account checks to be paid. The motion was seconded, and all voted in favor.

c. Legal matters. There was no action taken.

d. Utility operations. Mr. Rankin presented and reviewed the operations report. He and Ms. Secrest explained the current situation about late fees on water-sewer bills. It appeared that late fees had been charged to 41 customers, totaling about \$1,000. There was a motion made to credit those late fees. The motion was seconded, and all voted in favor. The operator proposed waiving late fees for billing periods beginning in May and June. The President approved, as authorized by the rate order. The Board took no action to disconnect any customers in the current month.

Mr. Rankin reported that the phone lines were being changed over to Verizon, and he would check to be sure AT&T would discontinue its billing for them.

There was discussion about the request that the District pay for replacement of the fence along the property line between a house and the District's lift station on Hillingdale Lane. (The President had to leave the meeting, so Director Miller took over as temporary presiding officer.) After the discussion there

was a motion made and seconded to advise the homeowner that, because it appeared that the fence did not belong to the District, the District must respectfully decline to pay replacement costs. All voted in favor.

Mr. Dougherty presented an amended rate order that would increase water rates to cover the NHCRWA rate increase, and there was a discussion about the effective date. After the discussion, Director Harris moved to adopt the amended rate order as presented, but with the effective date revised so that the changed rates would apply from and after the current billing period for each customer. Director Young seconded, and all voted in favor.

There was an extended discussion of water rate structures and the effect of approved permits. After the discussion, there was a motion to request the operator and attorney to study alternative rate structures incorporating permit quantities (possibly also including water budgets, inclining-block rates, and inside-outside differentials) and report at the August meeting. The motion was seconded, and all voted in favor.

Director Miller moved to approve the recommended permit for Cutten Road Shopping Plaza with a permit quantity of 5,250 GPD (water and sewer). Director Young seconded, and all voted in favor.

e. Minutes. The Board considered draft minutes for the May 27 meeting. 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 updated work in progress. There was a discussion about adding \$5,500 to supplement WO#0003 (covering general tasks) for the remainder of FY 2020, but the Board deferred action to the following month.

Mr. Hardin reported that the contractor on the manhole-collapse project (on the Carrington site) would soon be starting work on site, and the contract time was 30 days. He estimated that additional authorization of \$5,000 for engineering services would be needed to complete the project. Mr. Young moved to authorize an additional work order for \$5,000, to continue the engineering services authorized under WO#0009 and WO#0010. Mr. Miller seconded, and all voted in favor.

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

6. FM 1960 Project. Mr. Dougherty gave a brief update on preparation of submissions to TxDOT for the project.

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 7:50 PM.

(SEAL)


Secretary, Board of Directors