

**MINUTES OF REGULAR MEETING
HARRIS COUNTY MUNICIPAL UTILITY DISTRICT NO. 191
July 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 **July 22, 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. Young, Mr. Harris and Mr. Gigliotti 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 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. She noted reduced sales tax receipts. Mr. Price asked about the historical sales tax collections. Ms. Rodriguez said the latest check was \$10,498 (for April) much lower than expected, apparently because of restaurants and big-ticket retailers. There was a motion to accept the bookkeeper's report and authorize the prepared checks to be signed. The motion was seconded and approved.

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 mentioned that a large delinquent account was depressing the collection percentage. 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 explained the current practice about disconnections and late fees, based on the CoVID-19 outbreak, and there was a brief discussion. It was moved to seconded to accept the operations report, and all voted in favor.

e. Minutes. The Board considered draft minutes for the June 24, 2020 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. Mr. Miller moved to approve an additional work order for engineering, to add \$5,500 to supplement WO#0003 (covering general tasks) for the remainder of FY 2020. The motion was seconded, and all voted in favor.

Mr. Hardin reported on the inventory and project listing work. He said additional work was needed and was ongoing, including additional data collection.

There was a motion to accept the draft Emergency Preparedness Plan, subject to further comments, and authorize the engineers to file it with TCEQ. The motion was seconded, and all voted in favor.

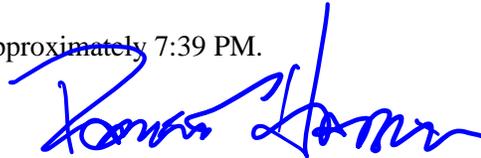
Mr. Hardin gave an update on the manhole collapse repair project at the Carrington site. It appeared that the contractor had not yet starting installation, although materials had been delivered. It also appeared that the Contract Time had expired (or was about to expire), although the contractor had sent an email claiming an excused delay. Mr. Gigliotti moved to authorize the President to approve an appropriate change order adding days to the Contract Time, assuming a proper request from the contractor. The motion was seconded, and all voted in favor.

5. Energy, Streetlights, Etc. Mr. Dougherty reported on correspondence from the Public Power Pool about a procurement process to extend the energy contract for the pool, which also had a new option for requesting “green” power. After questions and a discussion, the Board deliberately took no action, which allowed the District to stay in the pool for the extended contract (with no optional request for green power).

6. FM 1960 Project. Earlier in the meeting, Mr. Hardin reported on the most recent communications with the TxDOT engineering consultant. Mr. Dougherty described the pending request for relocation cost assistance as well as TxDOT’s contract documents for the relocation itself. Mr. Hardin said he had a conference call set for July 23 with TxDOT representatives.

7. Records, Communications, Meetings, etc. There were inquiries about using video conferencing (e.g., Microsoft Teams) or similar connections for future meetings. The President designated himself and Mr. Harris as an advisory committee to investigate and make a recommendation.

(Adjournment) The meeting adjourned at approximately 7:39 PM.



Secretary, Board of Directors

(SEAL)