

**MINUTES OF REGULAR MEETING
HARRIS COUNTY MUNICIPAL UTILITY DISTRICT NO. 191
September 23, 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 **September 23, 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:

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|---------------------|----------------------------------|
| 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 Mr. Rich Rankin of Hays Utility South Corporation; Mr. Timothy Hardin and Mr. Omar Rodriguez of Langford Engineering, Inc.; Ms. Patty Rodriguez of Bob Leared Interests; and Mr. James Dougherty, attorney for the District. Ms. Claudia Redden of Claudia Redden & Associates was present via conference call and arrived at the meeting place after the meeting began. Lt. Mike Cohen and Deputy Jose Rivera of the Harris County Constable, Pct. 4 arrived at the meeting place shortly after the meeting began. The President called the meeting to order, and the following business was transacted:

1. Constable/Patrol/County Matters

Deputy Rivera gave the constable’s report for August. He mentioned an assault case that happened nearby, but outside the patrol boundaries. Lt. Cohen mentioned that Commissioners Court had adopted a 2.5% rate increase for constable services for the upcoming contract year.

2. Regular Subjects, Minutes and Consent Agenda

a. Bookkeeping and financial matters. Ms. Redden presented her report, including the investment report and checks that had been prepared to pay bills. She reported on the TexPool investment rate and sales taxes. Mr. Price and Ms. Rodriguez commented on the most recent sales tax check and the trend of payments.

Ms. Redden presented a draft budget. There was a discussion of specific line items and proposed changes: (i) use \$365,000 as the provisional estimate for sales tax revenues, (ii) use \$225,000 for sanitary sewer maintenance and repairs; (iii) estimate \$213,000 for constable (law enforcement) services and (iv) use the FY2020 amount for capital expenditures. There was a discussion about the amount for capital expenditures, or RR&I, and the use of funds in the RR&I reserve for that purpose. After discussion, Director Harris moved to approve the budget, with the proposed changes listed. Director Miller seconded, and all voted in favor. The President ask the bookkeeper to prepare further amendments, as mentioned during the discussion, and bring them back to the Board in October (and also provide them to the District’s wholesale customer for review and comment).

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 reported that about 95% of taxes for TY2019 had been collected (vs. more than 98% at the same time for the prior year). She said she would review the certified appraisal roll for the current year. The President and the attorney explained the background on SB 2 and the need to propose a tax rate and observe applicable “caps” on tax rates. There was a discussion, after which, Director Miller moved to adopt a written measure entitled:

RESOLUTION AND ORDER MAKING FINDINGS AND DETERMINATIONS; DECLARING DISTRICT STATUS; PROPOSING A TAX RATE; CALLING A PUBLIC HEARING; DESIGNATING OFFICER TO CALCULATE AND PUBLISH TAX RATES AND TAKE OTHER ACTIONS IN CONNECTION WITH THE LEVY OF TAXES, ETC.

Director Gigliotti seconded, and when the question was called, the measure was adopted by the following vote:

Ayes: Messrs. Price, Harris, Gigliotti, Miller and Young.

Nays: (none)

Absent; not voting: (none)

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 District's continuing practice for handling delinquencies, disconnections and late fees, based on the CoVID-19 outbreak. After discussion, the President asked the operator to: (i) resume normal procedures calling for giving notice of delinquencies, and provide opportunities to be heard at the next Board meeting, before discontinuation of service, and (ii) reach out to those with delinquencies and offer payout agreements, in lieu of discontinuation.

It was moved and seconded to accept the operations report, and all voted in favor.

e. Minutes. The Board considered draft minutes for the August 26, 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 and reviewed ongoing projects. He said the documents needed for acceptance of the work under the AR Turnkey contract had come in that morning. He reported that the asset inventory and condition project was nearing completion, and he suggested that there could be a special meeting to review the results. The President mentioned a possible facility tour as well. It was moved and seconded to accept the engineer's report, and all voted in favor.

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

6. FM 1960 Project. Mr. Hardin, Mr. Price and Mr. Dougherty updated the Board on the application for State participation in the costs of relocating water facilities for the FM 1960 project, also the related agreements for relocation. They explained the increased cost estimate and the need to amend the application filed in August. There were questions and a general discussion. After discussion, Director Gigliotti moved to adopt the following measure

RESOLUTION AUTHORIZING AMENDED APPLICATION TO THE
TEXAS DEPARTMENT TRANSPORTATION FOR STATE PARTICIPATION
IN THE RELOCATION OF CERTAIN PUBLICLY-OWNED UTILITY FACILITIES

There was a second. When the question was called, the measure was adopted by the following vote:

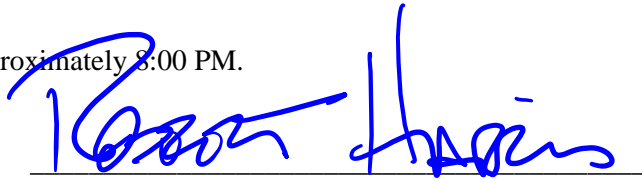
Ayes: Messrs. Price, Harris, Gigliotti, Miller and Young.

Nays: (none)

Absent; not voting: (none)

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

(Adjournment) The meeting adjourned at approximately 8:00 PM.

A handwritten signature in blue ink, appearing to read "Robert Harris", is written over a horizontal line.

(SEAL)

Secretary, Board of Directors