

**MINUTES OF REGULAR MEETING
HARRIS COUNTY MUNICIPAL UTILITY DISTRICT NO. 191
September 22, 2021**

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 22, 2021**, at the Cy-Champ PUD facility at **13455 Cutten Road, Suite 1A, Houston, Texas 77069**. The roll was called of the duly constituted officers and members of the Board, to-wit:

Robert Price	President
Ronald Morrison	Director
Rob Harris	Secretary
Vaughan G. Miller	Treasurer
Ronald Young	Assistant Secretary and Director

and all were present, thus constituting a quorum. Also present were Ms. Patty Rodriguez of Bob Leared Interests, Mr. Rich Rankin of H2O Innovation Maintenance and Operation LLC and Mr. James Dougherty, attorney for the District. (Timothy Hardin of Langford Engineering, Inc. and Ms. Claudia Redden of Claudia Redden & Associates and joined the meeting in progress.) The President called the meeting to order, and the following business was transacted:

1. Constable/Patrol/County Matters. Although a Constable representative had stopped-by to check if anything was needed, there was no Constable report.

2. Regular Subjects, Minutes and Consent Agenda

a. Bookkeeping and financial matters. The Board received the bookkeeper's report and investment report from Ms. Redden. She mentioned a special cash flow control procedure that had been requested by Central Bank, also some voided checks payable to GLO-Cavallo that had been held because of a billing dispute related to the severe cold weather in February. She asked about the billing for median maintenance, water, etc. from Cy-Champ PUD. She reviewed other revenues and expenses.

Director Miller moved to accept the bookkeeper's report and approve and authorize the checks listed in the report, also checks 11795, 11796, 11797, 11798 (\$13,832.02) and 11799 as discussed. The motion was seconded, and all voted in favor (5-0).

Director Miller moved to receive and approve the investment report submitted by the Investment Officer and to order that a written instrument be adopted and shown on the report to state that the Board had: (i) received and approved the report and (ii) reviewed the District's investment policy and investment strategies and decided to make no changes to them. The motion was seconded, and all voted in favor.

b. Tax Assessor-Collector. The Board received the Tax Assessor-Collector's report from Ms. Rodriguez. There were questions about tax delinquencies for a hotel on SH 249. She briefed the Board on the need to propose a tax rate for 2021 and the necessary procedures. Mr. Dougherty presented a draft resolution to propose a tax rate. It contained an engineer's certification and findings about the District's status as a "developing" district. Mr. Price presented tax data and calculations of tax rates and revenues. After discussion, Director Miller moved to adopt the resolution, which was 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.," with a proposed rate of \$0.245 per \$100 (\$0.00 for debt service and \$0.245 for operations and maintenance). Director Harris seconded the motion. When the question was called, the motion was adopted by the following vote:

Ayes: Robert Price, Ronald Morrison, Robert Harris, Vaughn Miller, Ronald Young
Nays: (none)
Absent/not voting: (none)

There was a question about the Bell Furniture firm purchasing the former Star Furniture store. Finally, it was moved and seconded to accept the Tax Assessor-Collector's report and approve and authorize the checks as listed in the report. All voted in favor.

c. Legal matters. There was no action taken.

d. Utility operations. Mr. Rankin presented and reviewed the operator report. He reported on five "black-bagged" fire hydrants, which had been fixed. He said the manhole survey report was finished and would be submitted to the engineer. There was a question about painting and surveying fire hydrants and valves on a regular basis. After discussion, there was a motion to authorize the operator to survey all hydrants every year, and all valves every third year, starting in January 2022. The estimated cost was \$16,000 (plus cost of repairs) for surveying all hydrants and all valves in January 2022. The motion was seconded and adopted unanimously.

e. Minutes. Draft minutes for meetings held August 25, 2021 and September 1, 2021 were reviewed. It was duly moved and seconded to approve them as presented. All voted in favor.

3. Water and Sewer Matters. There was no action taken, except as mentioned in the operator and engineer sections.

4. Engineering & Projects. Mr. Hardin presented the engineer's report and described ongoing work. He mentioned the commercial development near the corner of Schroeder Road and SH 249 and a tenant build-out in the Willowbrook MOB building. There was a motion and a second to authorize the operator to issue a capacity permit for the tenant build-out. The President inquired about a request for service for a property on Cutten Road south of the fire station. The attorney reported on the District's policy, including the special connection fees applicable to some properties in the area. The President asked that a response be sent referring to the District's policies on reimbursements.

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

6. FM 1960 Project. Mr. Price reported on a meeting held earlier in the day with TxDOT representatives (and others) at the FWSD#61 offices. He described TxDOT's process for reviewing invoices, which included an option to submit a "draft" invoice in advance, reportedly to allow it to be reviewed more quickly. He mentioned that certain regulatory requirements were strictly enforced, like "Buy America" requirements. Apparently TxDOT would allow updates to the cost estimates and time schedules, but time of completion was important to TxDOT. He said there were other points discussed at the meeting. There were questions on SP 2125 funds, retainage, etc. After an extended discussion, Director Miller moved to authorize the President to work out the final versions of the relocation agreements, using Form ROW-U-35 (as demanded by TxDOT), and to execute them on behalf of the District. Director Harris seconded the motion, and all voted in favor.

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

(Adjournment) The meeting adjourned at approximately 9:15 PM.

(SEAL)


Secretary, Board of Directors