

**MINUTES OF A MEETING OF THE BOARD OF DIRECTORS  
OF HARRIS COUNTY MUNICIPAL UTILITY DISTRICT NO. 191  
January 25, 2023**

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 **January 25, 2023** at the **Champions MPC Clubhouse, 13719 Champions Centre Drive, Houston, Texas 77069**. The duly constituted officers and members of the Board were (after the officers' election):

Robert Price	President
Vaughan G. Miller	Vice President
Rob Harris	Secretary
Ronald Young	Treasurer
Deborah Umphry	Assistant Secretary

All were present, thus constituting a quorum. Also present were Ms. Robin Goin of BLICO, Inc.; Mr. Jacob Williams of H2O Innovation Maintenance and Operation LLC; Mr. Timothy Hardin of Langford Engineering; Ms. Kelly Trebing of Claudia Redden & Associates; and Mr. James Dougherty, attorney for the District. Also present were Deputy Constable Jose Rivera and Sgt. D. Matheu of the Harris County Precinct 4 Constable's staff and Mr. Mark Eyring of Mark C. Eyring, CPA, PLLC.

**1. Constable/Patrol/County Matters.** Deputy Rivera gave a written constable report showing minor incidents (also two felony arrests). There was a question about Constable responses to calls within the areas subject to City of Houston law enforcement services under the Strategic Partnership Agreement. After the discussion, the President asked the Constable staff members to let it be known at the Constable's office that the District did not object to Constable staff responding to calls in such areas, when appropriate in the judgment of the Constable.

**2. Regular Subjects, Minutes, and Consent Agenda**

**a. Bookkeeping and financial matters.** Ms. Trebing presented the bookkeeper's written report and offered to answer any questions. There was a motion to accept the bookkeeper's report and approve and authorize the checks listed in the report. The motion was seconded, and all voted in favor.

**b. Tax Assessor-Collector.** Ms. Goin presented the Tax Assessor-Collector's report. There was a brief discussion, followed by a motion to accept the report and to approve and authorize the checks presented, plus checks numbered 1478 and 1486 (for fees of office). The motion was seconded and adopted unanimously.

The President recognized Mr. Eyring, who gave a summary of the draft annual financial report for FY2022. There was a discussion of the notes on the TxDOT project and the pending litigation. After discussion, Director Harris moved to approve the report, subject to comments from consultants and Directors. The motion was seconded, and all voted in favor.

There was also a motion to confirm the engagement letter with Mark C. Eyring, CPA, PLLC, which had been approved previously, to cover the second year. The motion was seconded, and all voted in favor.

**c. Legal matters.** There was no action taken.

**d. Utility operations.** The President recognized Mr. Williams, who briefly summarized his background and experience. There was a discussion about District facilities, services, and rates (including sanitary sewer surcharges), also the use of the District's GIS, and approaches to doing preventive maintenance (of valves, for example). The President said it would be important for the District to have one point of contact at H2O, or at least an organization chart. There was also a discussion about

the format and content of the operator's monthly reports, including: (i) major action items, (ii) prior month action items, (iii) items needing Board input, and (iv) project status and budget (using, as an example, the engineer's report).

There was a question about the water accountability percentage shown in the operator's report. Mr. Williams explained that it was over 100% because of flushing, which had been estimated. The President and Mr. Hardin mentioned the need to locate all the valves and meters in Cutten Road, especially those serving the irrigation system.

The President mentioned the pending review of the customer billing and payment timeline, also pending issues on grease traps and disconnection procedures during holiday seasons. He explained that there should not be any door hangers or disconnection notices during those seasons (or charges for them). There were questions about delinquent accounts. Mr. Williams said he would get the details on the questioned accounts.

*The President opened a public hearing for any persons present to be heard to show cause why their water service should not be terminated for non-payment of utility bills. The operator reported that the hearing notice was given for each account on the list of proposed terminations. It was noted that no persons were present to be heard, and the public hearing was closed. The operator recommended service terminations for the accounts on the list in accordance with the District's standard operating procedures. It was then duly moved and seconded that: (i) the amount shown for each account on the list of proposed service terminations be found to be correct, (ii) although notice of that night's hearing was given to each person on the list, no one appeared, and (iii) water service be authorized to be terminated to the accounts listed, in accordance with the District's standard operating procedures. The motion carried by unanimous vote.*

*e. Minutes.* There was a motion to approve draft minutes for the meeting of December 20, 2022. The motion was seconded and adopted.

**3. Water and Sewer Matters.** Water and sewer matters were discussed during the operator's and engineer's reports.

**4. Engineering & Projects.** Mr. Hardin presented a written engineer's report. He said there was no new activity on the proposed demolition and rebuilding of the Chick-Fil-A restaurant on FM 1960 at Cutten Road. He gave an update on the project to install a generator and new motor controls at the WWTP. He said the County was requiring new projects to be elevated three feet above the 500-year floodplain (as an estimate of the regulated floodplain level expected to be established by new flood maps). He said the motor controls, blowers, chemical equipment, and maybe the roadway at the WWTP could be affected by the County's policy. During discussion, he said that pulling the bar screen replacement out of the project and doing it separately would not save much time.

Mr. Hardin gave an update on the TxDOT project on FM 1960. He explained that TxDOT's proposed new storm sewer system appeared to be designed to convey 800 CFS (surface plus storm sewers), whereas the existing system may have been designed for only 300 CFS. The reason for the change, he said, is that drainage design criteria had changed significantly since the 1980s, particularly the factors for rainfall intensities. There was a discussion about the District's storm sewer and easements parallel to FM 1960. Reportedly, TxDOT had assigned the acquisition of them to its ROW Division. The President explained that he had discussed the disposition of them with Mr. Kaspar, including the need to: (i) make the District whole on the water and sewer relocations and (ii) make sure the storm sewers are replaced adequately, with TxDOT assuming obligations to serve, and responsibility for the existing storm sewers (to be abandoned).

Mr. Hardin explained that the Vivo firm had made an unreasonable request for payment for an easement across the small triangle of land that appeared to be needed to connect the new sanitary sewer on the Pappadeaux site to the existing manhole within the Vivo property. There was a motion to authorize getting an appraisal, survey, metes and bounds, etc. for the triangle so that it could be acquired. The motion was seconded, and all voted in favor. There was also a motion to accept the counteroffer from

the owner of the U-Haul site, subject to concurrence (if required) by TxDOT. The motion was seconded and adopted by unanimous vote.

There was a discussion about service areas outside the District boundaries, including jurisdiction of Cy-Champ PUD, utility extensions, rates, taxes, etc.

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

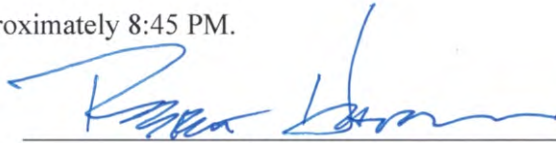
6. *FM 1960 Project.* This project was discussed under Engineer & Project, above.

7. *Records, Communications, Meetings, etc.* There was a motion to elect and re-elect the following officers:

Robert Price	President
Rob Harris	Secretary
Vaughan G. Miller	Vice President
Ronald Young	Treasurer
Deborah Umphry	Assistant Secretary

The motion was seconded, and all voted in favor.

(*Adjournment*) The meeting adjourned at approximately 8:45 PM.



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Secretary, Board of Directors

(SEAL)