

**MINUTES OF A MEETING OF THE BOARD OF DIRECTORS
OF HARRIS COUNTY MUNICIPAL UTILITY DISTRICT NO. 191
July 26, 2023**

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 26, 2023**, at the **Champions MPC Clubhouse, 13719 Champions Centre Drive, Houston, Texas 77069**. The duly constituted officers and members of the Board were:

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

All were present, except Mr. Miller and Ms. Umphry, thus constituting a quorum. Also present were Jacob Williams and Michelle Giacona of H2O Innovation Operation & Maintenance LLC; Kelly Trebing of Claudia Redden & Associates; Shammarie Leon, of BLI Corp.; Timothy Hardin of Langford Engineering; and James Dougherty, attorney for the District. Also present were Ron Walkoviak and Richard Spurlock of Cy-Champ Public Utility District. Mr. Chayn Mousa joined the meeting in progress.

1. Constable/Patrol/County Matters. There was no action taken.

2. Regular Subjects, Minutes, and Consent Agenda

a. Bookkeeping and financial matters. Ms. Trebing presented the bookkeeper's report. After discussion, there was a motion to accept the report and approve and authorize the checks presented for payments.

b. Tax Assessor-Collector. Ms. Leon presented the Tax Assessor-Collector's report. After a brief discussion, there was a motion to accept the Assessor-Collector's report and approve and authorize the checks presented with the report. The motion was seconded and adopted unanimously.

c. Legal matters. There was no action taken.

d. Utility operations. Mr. Williams presented the operator's report. He mentioned an account that had service suspended, after which the owner had paid, but there was a new, large delinquency. After a brief discussion the President asked that the meter be removed (if service is terminated for the new delinquency).

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.

There was a motion to accept the operator's report. The motion was seconded and adopted unanimously.

The President presented a spreadsheet that categorized operational costs for the period from 8/2022 to 7/2023. There were questions and a discussion, including a question about sludge costs and sampling costs. The President mentioned that the District had just completed 12 months of influent

sampling at the WWTP. Mr. Hardin said he would review the sampling data and report back to the Board.

Later in the meeting, the Board tabled the proposed decision document for the appeal filed by Mr. Michael Neville on behalf of Mr. Mousa (including report of the Special Master), for further study.

e. *Minutes*. There was a motion to approve two sets of minutes (June 6 and June 28, 2023) as presented. The motion was seconded and adopted (3-0).

3. Water and Sewer Matters. At the beginning of the meeting, Mr. Walkoviak and Mr. Spurlock gave an update on “Park A” and “Park B” that Cy-Champ PUD was developing on Cutten Road (inside the boundaries of the District). They explained that construction would soon start, and they asked to be allowed to make connections to the District’s system as soon as possible, it being understood that they would not connect-up on their side until later. Mr. Spurlock presented two checks that he said were for tap fees and inspections (also, it appeared later, there was a third check for the permit application fee for a third park, “Park C”). There was a discussion of the projects and the fees. After the discussion, Director Harris moved to authorize amended permits for “Park A” and “Park B” to extend the terms through the end of 2024, subject to payment for the increment in the permit fees. Director Young seconded, and all voted in favor (3-0). Mr. Walkoviak explained the upgrades to the irrigation system, and there was a question about the efficiency of the new spray heads. The President said he would get in contact with the Cy-Champ irrigation consultant. Later, there was a motion to authorize the engineer to transmit the amended permits to Cy-Champ PUD and return the two checks for tap fees and inspections (which were premature and apparently incorrect as to amounts) but keep the check for the permit application fee for Park C (pending submission of the application itself).

After the Cy-Champ representatives departed, Chayn Mousa asked about a recent waste sampling operation and the lab’s “protocol.” He said he had spent 15-20 minutes questioning the lab technician who had collected the sample. He asked about the “protocol” for the sampling and training of the technician. The Board heard an email report written by Mr. Derek McCoy about the protocol and the technician in question. Mr. Mousa asked further questions, and there was a consensus to refer them to the lab for further answer. Mr. Mousa then asked about what grease trap inspections “yielded” in the way of reports. He said he had never received a report, and he said his grease trap was in poor condition. He said the County mandated periodic pump-outs of grease traps and required owners to keep written reports of the pump-outs. The President suggested further discussions on that subject, after getting the results of the cost-of-service study the Board had previously authorized, and the discussion could include the idea about owners submitting pump-out reports in lieu of grease trap inspections. Mr. Mousa then asked about the purpose of an email received the previous evening about the Special Master proceeding, and he read a message from his attorney (Mr. Neville) which described the Special Master proceeding as a “farce” and asked that it be communicated to the Board. Mr. Dougherty explained to the Board that the email sent the previous evening had circulated a draft decision document to the attorneys, including Mr. Neville. The decision document, he explained, could be used by the Board to decide the appeal filed by Mr. Neville (which was the subject of the Special Master proceeding). The President suggested that further discussion be saved until the proposed mediation in the lawsuit.

4. Engineering & Projects. Mr. Hardin presented the engineer’s report. He said that the bid opening for the WWTP improvements was set for August 10. He said plans had been submitted to the City.

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

6. FM 1960 Project. Earlier in the meeting, Mr. Hardin reported that TxDOT was planning to start work on the FM 1960 widening in January 2024 and that the portion of the project in the District would likely be the second phase (the first phase being located further west). He said the plans and bid documents were nearing completion, but the City would need proof of easements or rights to use property for the water and sewer relocation, and TxDOT would need City plan approval to issue TxDOT permits. He said


it would also be necessary to get TxDOT approval of the plans. Mr. Hardin asked about service connections to customer premises that might be necessary to connect to the District's relocated water and sewer lines. There was a discussion. It appeared that the contracts with the State included line items to cover the cost of service connections. The consensus was to include unit prices in the bid documents so that the necessary work would be done by the contractor (subject to getting property owner consent for work on private property).

Mr. Hardin asked for Board authorization to advertise for bids on two contracts for the relocation, one for water facilities and one for sewer facilities. Mr. Harris moved to authorize advertisement. Director Young seconded, and all voted in favor (3-0).

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

(Adjournment) The meeting adjourned at approximately 9:30 PM.

(SEAL)



Secretary, Board of Directors