

**MINUTES OF A MEETING OF THE BOARD OF DIRECTORS
OF HARRIS COUNTY MUNICIPAL UTILITY DISTRICT NO. 191
October 25, 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 (rescheduled)**, open to the public, beginning at **5:00 PM** on **October 25, 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 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; Timothy Hardin of Langford Engineering; and James Dougherty, attorney for the District. Director Vaughan Miller and Patty Rodriguez of BLI Corp. arrived shortly after the start of the meeting.

1. Constable/Patrol/County Matters. There was no constable report.

2. Regular Subjects, Minutes, and Consent Agenda

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

b. Tax Assessor-Collector. Ms. Rodriguez presented the Tax Assessor-Collector’s report. The President opened a public hearing on the proposed tax rate. The attorney provided background on the proposed tax rate (which the Board had proposed the prior month) and the hearing process. He also reviewed the form of the order to levy a tax and adopt an amendment to the District Information Form. The President called for presentations by other persons, but there was none. The President then closed the public hearing. After a discussion, Director Miller made a motion to adopt a written measure entitled “ORDER LEVYING TAXES,” which would levy a tax at the proposed rate (\$0.217) and approve an amendment to the District Information Form. Director Harris seconded the motion, and, when the question was called, the vote on the motion was:

Voting Aye: Directors Price, Miller, Harris, Young
Voting Nay: (none)
Absent/not voting: Director Umphry

There was a motion to accept the Assessor-Collector’s report and approve and authorize the checks presented with the report.

c. Legal matters. There was no action taken.

d. Utility operations. Mr. Williams presented the operator’s report. He mentioned current receivables and the cutoff list. He presented a quote for repairing a Toshiba pump for \$5,421 or replacing it for \$11,954. He recommended replacement. There was a motion to authorize the operator to make the replacement. The motion was seconded and adopted. He mentioned a new regulatory mandate requiring the District to develop a lead-copper inventory. He said steps one and three would cost \$10,500, and there could be additional costs, including possible replacements of District water lines or private service lines. Mr. Hardin explained that some old water lines (and some old solder) could contain lead, but past testing had not disclosed a problem.

The President asked about hydrant and valve surveys. Ms. Giacona said she would check on the last surveys that were done.

Shortly after 6:30 PM, 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 a 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 brief discussion about calling a special meeting to review the proposed amendment of Exhibit C of the operator's contract, but November 2 was not available for that meeting (Mr. Williams was out of town).

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

The President briefed the Board about reductions in the NHCRWA's water rates and "pumpage" rates. After discussion, there was a motion to amend the District's rate order to decrease water rates by \$0.555 per 1,000 gallons for all usage, including usage amounts covered by "minimum bill" amounts per billing period. The motion was seconded and adopted unanimously (4-0).

e. *Minutes.* Draft minutes were not yet available.

3. Water and Sewer Matters. The President gave an update on Cy-Champ PUD's work on parks and the Cutten Road parkway, including detention requirements and improvements to the irrigation system. He said he had met with Cy-Champ's President and learned that they were looking for offsite detention capacity, perhaps in the Tournament Drive detention facility. Mr. Hardin noted that they would probably get credit for onsite detention facilities (like ponds), so offsite detention might not be needed.

Mr. Williams mentioned that he had found water valves open near Napier Street that were apparently allowing water to flow from the Cy-Champ PUD system. There was a discussion about locking the valves closed, and also about state regulatory requirements and the history of the lines and development in the area. Mr. Hardin described what would be necessary to close off the valves, and he said the water line in Napier Street appeared to be owned by the District (not Cy-Champ PUD). He said he would send a map he had received from the Cy-Champ engineer.

The President mentioned two pending decisions that would respond to requests from Mr. Chayn Mousa relating to his shopping center on Cutten Road. He said that recent sampling at the center had indicated waste constituents at the center exceeded parameters, which triggered surcharges.

There was further discussion of water and sewer matters during the engineer's report.

4. Engineering & Projects. Early in the meeting, Mr. Hardin presented the engineer's report. He described the permit application submitted by Cy-Champ PUD for "Park C," and there was a brief discussion, after which there was a motion to authorize the issuance of the permit. The motion was seconded and adopted.

Mr. Hardin mentioned an update to the Capital Improvements Plan dated 10/23/2023. He said the update included changes the Board had seen or discussed, including updated costs. There was a question about small items which might be considered ordinary maintenance. There was a discussion about larger items, including the generator and water storage tank. After the discussion, Mr. Harris moved to adopt the Plan as updated. Mr. Young seconded, and all voted in favor.

Mr. Hardin said the contractor on the WWTP improvements project had indicated that delivery of the mechanical screen device would take longer than expected, and there would probably be a request to extend the Contract Time. He said design work for the proposed water plant improvements would likely

be completed in December, and there was discussion about whether to proceed directly to construction or wait to determine the financial condition of the District at that time (taking into account expected expenditures related to the TxDOT project).

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

Mr. Dougherty mentioned that the contractor for the water relocation contract, T Construction LLC, had submitted certificates of insurance that did not meet the specifications of the contract. There was a brief discussion, after which there was a motion to authorize the President to: (i) review the certificates and grant variations (after consulting with the engineer and the attorney), and (ii) sign the contract documents on behalf of the District. The motion was seconded and adopted.

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

6. FM 1960 Project. There was a motion to authorize checks to pay the amounts awarded by Special Commissioners in the pending easement acquisition cases if approved by the President. The motion was seconded, and all voted in favor.

7. Records, Communications, Meetings, etc. There was a motion to reschedule the November and December regular meetings to November 16 and December 20, respectively. The motion was seconded and adopted.

(Adjournment) The meeting adjourned at approximately 6:49 PM.

(SEAL)



Secretary, Board of Directors