

MINUTES
CHELFORD ONE MUNICIPAL UTILITY DISTRICT
OF HARRIS COUNTY, TEXAS

February 21, 2022

The Board of Directors (the "Board") of Chelford One Municipal Utility District of Harris County, Texas (the "District") met in regular session, open to the public, on the 21st day of February, 2022, at the offices of Allen Boone Humphries Robinson LLP, 3200 Southwest Freeway, Suite 2400, Houston, Texas outside the boundaries of the District, and the roll was called of the members of the Board:

Michael A. Martin	President
Nicholas H. Alwine	Vice President
Dr. Winetta Billings	Secretary
Connie Fowler	Assistant Vice President
Eston G. Hupp	Assistant Secretary

and all of the above were present, thus constituting a quorum.

Also present at the meeting were: Yvette Daniel, a resident of the District; Brenda McLaughlin of Bob Leared Interests, Inc.; Carlous Smith of Si Environmental, LLC ("Si Enviro"); Taylor Reed of Vogler & Spencer Engineering Inc.; Mary Ann Mihills of Municipal Accounts & Consulting, L.P.; and Sandra Staine and Arlene Catalan of Allen Boone Humphries Robinson LLP.

Attending via teleconference were: Andrew Dunn, Matt Dunn, and Thomas Dunn of On-Site Protection LLC ("On-Site Protection").

PUBLIC COMMENTS

Director Martin offered any members of the public attending the meeting in-person or by telephone the opportunity to make public comment.

Ms. Daniel introduced herself to the Board and stated that she contacted Si Enviro in June 2021 to report a leak located at 16122 Mission Village Drive. She said Si Enviro addressed the leak at that time but there continues to be water apparently leaking outside the property. Discussion ensued. Mr. Smith stated that Si Enviro will investigate the matter.

MINUTES

The Board considered approving the minutes of the January 20, 2022, regular meeting, and the January 4, 2022, and January 10, 2022, special meetings. After review and discussion, Director Billings moved to approve the minutes of the January 20, 2022, regular meeting, as amended, and the January 4, 2022, and January 10, 2022, special

meetings, as presented. Director Fowler seconded the motion, which was approved by unanimous vote.

ASSOCIATION OF WATER BOARD DIRECTORS ("AWBD") CONFERENCES

The Board discussed the AWBD winter conference and related eligible expenses. Ms. Mihills reported expenses submitted by Directors in attendance were in compliance with the District's travel reimbursement guidelines. After discussion, Director Alwine moved to approve eligible expenses associated with the AWBD winter conference and authorize attendance at the AWBD summer conference. Director Fowler seconded the motion, which passed unanimously.

DISTRICT SECURITY MATTERS

Mr. Matt Dunn reviewed the District's monthly security report, a copy of which is attached. He discussed a sampling of security officers' end-of-shift reports. Mr. Matt Dunn responded to Board members' questions, comments, and requests regarding security matters.

Mr. Andrew Dunn gave an update on the installation of the security cameras at the District's water plant. The Board discussed the possibility of a special meeting to tour the plant.

The Board discussed contacting the Harris County Commissioners Court to request a traffic study due to the increase of drivers not stopping at stop signs along Addicks Clodine Road, or adjusting officer's shifts to better address traffic violations.

Ms. Daniel reported an increase of motor vehicles on Brays Bayou. The Board recommended that Ms. Daniel contact the Mission Bend Greenbelt Association for further assistance on this matter.

TAX ASSESSOR/COLLECTOR'S REPORT

Ms. McLaughlin presented the District's monthly tax assessor/collector's report, including the checks presented for payment and a list of delinquent taxpayers. A copy of the tax assessor/collector's report is attached. She stated that as of January 31, 2022, 91.90% of the District's 2021 taxes were collected.

Following review and discussion, Director Billings moved to approve the tax assessor/collector's report and authorize payment of checks drawn on the District's tax account. The motion was seconded by Director Alwine, which was approved by unanimous vote.

RESOLUTION CONCERNING EXEMPTIONS FROM TAXATION

The Board considered establishing the District's tax exemptions for the 2022 tax year and reviewed an Exemption Analysis presented by Ms. McLaughlin, a copy of

which is attached. The Board discussed the District's current tax exemptions. After discussion, the Board deferred action.

OPERATIONS REPORT

Mr. Smith presented the District's monthly operations report, including operation charges and copies of the connection report, daily production report, accountability report, customer billing report, and the discharge monitoring report for the sewer plant. A copy of the operations report is attached. Mr. Smith reported that the water accountability for the month was 96.90% and discussed repairs performed for the Mission Bend Integrated Water System ("MBIWS").

Mr. Smith reviewed repairs and maintenance performed for the District's water distribution, sanitary sewer collection, and water plant facilities during the month, including tap line repairs and the quarterly inspection of fire hydrants. Mr. Smith responded to Board members' questions regarding repairs made to the water distribution system, sanitary sewer collection, and water plant facilities.

The Board discussed including language on water bills to clarify the West Harris County Regional Water Authority Fees.

Mr. Smith reported on an emergency repair requiring the installation of a phosphate system at Water Well No. 1. He stated that the phosphate system was successfully installed and requested that the Board approve the invoice for the emergency repair in the amount of \$10,515.00.

After review and discussion, Director Alwine moved to: (1) approve the operations report; and (2) approve the invoice for the emergency repair at Water Well No. 1. Director Fowler seconded the motion, which was approved by unanimous vote.

HEARING ON TERMINATION OF UTILITY SERVICE

The Board conducted a hearing on termination of utility service. Mr. Smith informed the Board that the customers included on the termination list were delinquent in payment of their water and sewer bills and were given written notification in accordance with the District's Rate Order prior to this meeting of the opportunity to appear before the Board to explain, contest, or correct their utility service bill and to show reason for nonpayment. After review and discussion, Director Alwine moved to terminate utility service to all customers included on the termination list in accordance with the District's Rate Order if their utility bills are not paid because said customers were neither present at the meeting nor had presented any written statement on the matter, and direct that the delinquent customer list be filed appropriately and retained in the District's official records. Director Fowler seconded the motion, which was approved by unanimous vote.

ENGINEER'S REPORT

Mr. Reed presented and reviewed the engineer's report, a copy of which is attached.

Mr. Reed updated the Board regarding construction of the Water Well No. 2, and noted that Si Enviro is pending receipt of the corrosion control equipment.

Mr. Reed gave an update on the convenience store located at 15030 Bellaire Boulevard.

Mr. Reed reported the washroom at Water Well No. 2 is nearly complete.

Mr. Reed reviewed the plans and specifications and requested the Board authorize VSE to advertise for bids for the LED lighting upgrade at the Water Plant.

Mr. Reed reported the City of Houston is requiring Harris County Municipal Utility District No. 120 ("HCMUD120") to obtain an easement for an existing interconnect with the District. He said HCMUD120 is requesting District authorization to move forward with the preparation of the easement.

The Board discussed possible uses for the vacant land next to the water plant.

After review and discussion, Director Fowler moved to: (1) approve the engineer's report; and (2) approve the plans and specifications and to authorize the engineer to advertise for bids for the LED lighting upgrade at the Water Plant; and (3) authorize HCMUD120 to move forward with the preparation of the easement. Director Alwine seconded the motion, which was approved by unanimous vote.

MISSION BEND INTEGRATED WATER SYSTEM ("MBIWS") MATTERS

Mr. Reed updated the Board on MBIWS matters.

CHELFORD CITY REGIONAL WASTEWATER TREATMENT PLANT ("WWTP") MATTERS

Mr. Reed updated the Board on Chelford City Regional WWTP matters.

WEST HARRIS COUNTY REGIONAL WATER AUTHORITY ("WHCRWA") MATTERS

The Board discussed WHCRWA matters.

MISSION BEND GREENBELT ASSOCIATION MATTERS

The Board discussed Mission Bend Greenbelt Association matters.

GREATER MISSION BEND AREA COUNCIL

Director Billings reported on Greater Mission Bend Area Council matters.

BOOKKEEPER'S REPORT

Ms. Mihills presented the bookkeeper's report, including a quarterly investment report, and invoices presented for payment. A copy of the bookkeeper's report is attached. Ms. Mihills also requested approval of a check no. 1480 in the amount of \$355.00 to Off Cinco and check no. 14181 in the amount of \$6,643.52 to On-Site Protection. She noted that check no. 14181 is the balance due for the installation of security cameras. After review and discussion, Director Alwine moved to: (1) approve the bookkeeper's report and quarterly investment report, including payment of the invoices as presented and discussed; and (2) direct Ms. Mihills to hold check no. 14181 until receiving confirmation from Director Martin that the cameral installation is complete. Director Fowler seconded the motion, which was approved unanimously.

APPROVE AND AUTHORIZE FILING OF ANNUAL REPORT

Ms. Staine informed the Board that, pursuant to the District's continuing disclosure obligations for outstanding bond issues, the District is required to file an annual report with the Municipal Securities Rulemaking Board by March 31, 2022. After discussion, Director Billings moved to approve and authorize filing of the annual report in accordance with the District's Continuing Disclosure of Information Agreements and as required by SEC Rule 15c2-12. Director Alwine seconded the motion. A roll call of the Board was taken and the motion passed unanimously.

PROCEDURES FOR CONTINUING DISCLOSURE COMPLIANCE

The Board conducted an annual review of the District's Procedures for Continuing Disclosure Compliance and concurred that no changes were necessary.

DISCUSS COMMUNITY MUD EDUCATION EVENT AND TAKE APPROPRIATE ACTION

The Board discussed budget and planning matters relating to the Community MUD education event.

Director Alwine stated that he has resources and reading material he would like to share on the District's website. The Board concurred to authorize Off Cinco to add the resources to the District's website.

There being no other business presented to the Board, the meeting was adjourned.



Amita Bell
Secretary, Board of Directors

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