

MINUTES
CHELFORD ONE MUNICIPAL UTILITY DISTRICT
OF HARRIS COUNTY, TEXAS

June 20, 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 20th day of June, 2022, at the offices of Allen Boone Humphries Robinson LLP, 3200 Southwest Freeway, Suite 2600, 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: Andrew Dunn and Matt Dunn of On-Site Protection LLC ("On-Site Protection"); Brenda McLaughlin of Bob Leared Interests, Inc.; Carlous Smith of Si Environmental, LLC ("Si Enviro"); Taylor Reed of Vogler & Spencer Engineering Inc. ("VSE"); Mary Ann Mihills of Municipal Accounts & Consulting, L.P. ("MAC"); and Sandra Staine and Arlene Catalan of Allen Boone Humphries Robinson LLP.

PUBLIC COMMENTS

The Board offered any members of the public attending the meeting in-person or by telephone the opportunity to make a public comment. There being no members of the public requesting to make a public comment, the Board moved to the next agenda item.

MINUTES

The Board considered approving the minutes of the May 16, 2022, regular meeting, and the May 3, 2022, and May 9, 2022, special meetings. After review and discussion, Director Fowler moved to approve the minutes of the May 16, 2022, regular meeting, as amended, and the May 3, 2022, and May 9, 2022, as presented. Director Alwine seconded the motion, which was approved by unanimous vote.

DISTRICT SECURITY MATTERS

Mr. Matt Dunn reviewed the District's monthly security report, a copy of which is attached. Mr. Matt Dunn responded to Board members' questions, comments, and requests regarding security matters.

Mr. Andrew Dunn reported that the new On-Site Protection signs have been ordered.

Director Billings reported that a van located along Winkleman Road, in the District, has not moved in days. She stated that she will contact On-Site Protection with more information on the location of the van.

The Board discussed that one of the stop signs located on Cabildo Drive and La Granada Drive is not visible due to overgrowth of trees. Mr. Andrew Dunn recommended that Precinct 4 be contacted to trim the tree.

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 May 31, 2022, 97.1% of the District's 2021 taxes were collected.

Ms. McLaughlin presented and reviewed a delinquent tax report by Perdue, Brandon, Fielder, Collins & Mott LLP, a copy of which is attached.

Following review and discussion, Director Fowler 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, and was approved by unanimous vote.

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 98.61% and discussed repairs performed for the Mission Bend Integrated Water System.

Mr. Smith reviewed repairs and maintenance performed for the District's water distribution system, sanitary sewer collection system, and water plant facilities during the month, including the jetting of the sanitary sewer lines at 6935 Escondido Drive and 15770 Bellaire Boulevard and the monthly line flushing. Mr. Smith responded to Board members' questions regarding repairs made to the water distribution system, sanitary sewer collection system, and water plant facilities.

The Board discussed the increase of jetting and clearing of blockages in the sanitary sewer line located at 15770 Bellaire Boulevard. Discussion ensued regarding whether the property owner of 15770 Bellaire Boulevard could be required to install a grease trap. Mr. Reed recommended televising the sanitary sewer line and relocating the manhole dosing upstream of the property to increase its effectiveness. After discussion, the Board requested Si Enviro prepare a report on the frequency of additional services provided to the property.

After review and discussion, Director Billings moved to approve the operations report. 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 Billings 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 gave an update on the convenience store located at 15030 Bellaire Boulevard. Director Martin reported that grass clippings from the convenience store have been seen on the street near a storm drain.

Mr. Reed reported that construction for the LED lighting upgrade at the Water Plant is underway and is anticipated to be finalized in July.

Mr. Reed gave an update on the water line rehabilitation project for Mission Bend Section 3.

Mr. Reed requested the Board authorize VSE to begin design of the Sanitary Manhole Rehabilitation Phase I.

Mr. Reed presented and reviewed a proposal from Champions Hydrolawn ("Champions") for landscaping at the Water Plant. Ms. Staine reported that Champions

has submitted a letter of termination for previously contracted mowing services in the District, with 30-day notice. Mr. Reed inquired if the Board would like for VSE to obtain additional landscape maintenance proposals for their consideration.

After review and discussion, Director Fowler moved to: (1) approve the engineer's report; (2) authorize the engineer to begin design of Sanitary Manhole Rehabilitation Phase I; and (3) authorize the engineer to request additional landscape maintenance proposals. 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. Discussion ensued.

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

Dr. 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 stated she has released Check No. 14181 to On-Site Protection for the final payment for installation of security cameras. The Board directed MAC to hold Check No. 14318 to Kim-Loan Nguyen as it may be a duplicate reimbursement and requested Si Enviro to confirm whether payment has already been made.

Ms. Mihills reported that the Internal Revenue Service has announced an increase to the standard mileage rate from \$0.585 to \$0.625, effective July 1, 2022.

Ms. Mihills reported that MAC is considering including the District in a trial for payroll services that is managed by MAC. She stated that more information on the trial will be presented at a later date.

Ms. Mihills requested an item be added to the next agenda to amend the District's service agreement for bookkeeping services. Discussion ensued. After discussion, the Board requested a price comparison of the new rates.

After review and discussion, Director Fowler moved to approve the bookkeeper's report and quarterly investment report, including payment of the invoices as presented and discussed. Director Alwine seconded the motion, which was approved unanimously.

The Board discussed business cards and requested that Off Cinco prepare a sample for the Board's consideration. Ms. Catalan stated that she would contact Off Cinco on the matter.

DISCUSS COMMUNITY MUD EDUCATION EVENT AND TAKE APPROPRIATE ACTION

There was no report on this agenda item.

CONVENE IN EXECUTIVE SESSION PURSUANT TO SECTION 551.071, TEXAS GOVERNMENT CODE, TO CONDUCT A PRIVATE CONSULTATION WITH ATTORNEY

The Board convened in executive session at 1:57 p.m. pursuant to Section 551.072, Texas Government Code. The Board, and Mses. Staine and Catalan were in attendance in executive session.

RECONVENE IN OPEN SESSION AND AUTHORIZE APPROPRIATE ACTION

The Board reconvened in open session at 2:10 p.m.

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




Secretary, Board of Directors

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