

MINUTES  
HARRIS COUNTY MUNICIPAL UTILITY DISTRICT NO. 391

February 13, 2023

The Board of Directors (the "Board") of Harris County Municipal Utility District No. 391 (the "District") met in regular session, open to the public, on the 13<sup>th</sup> day of February, 2023, at the offices of IDS Engineering Group, 13430 Northwest Freeway, Suite 700, Houston, Texas, outside the boundaries of the District, and the roll was called of the members of the Board:

George Porter	President
John Sachs	Vice President
Catherine Shook	Secretary
Kevin Force	Asst. Vice President
William "Gabe" Blackwell	Assistant Secretary

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

Also present at the meeting were Tyler Broom, Rachel Broom, Henry Munoz, Jerry Graves, and Tory Johnson, all residents of the District; Stephanie Lee of KGA/DeForest Design, LLC ("KGA"); Justin Wagner of R.G. Miller Engineers, Inc. ("RG Miller"); Demitra Berry of McLennan & Associates, LP ("McLennan"); Debbie Arellano of Bob Leared Interests ("BLI"); Mirna Bonillia-Odoms and Randy Davila of Inframark Water & Infrastructure Services ("Inframark"); and Greer Pagan and Kerri Houck of Allen Boone Humphries Robinson LLP ("ABHR").

PUBLIC COMMENTS

The Board opened the meeting for public comments.

Ms. Broom introduced herself to the Board and expressed concerns regarding new development adjacent to the District. She requested that the Board consider denying any capacity request that the developer may inquire about. Ms. Broom also requested that the Board consider holding meetings in the District.

Mr. Graves expressed his concerns regarding the new development adjacent to the District and noted that he purchased his home in this location for the golf course near his home.

There being no further members of the public requesting to make public comment, the Board moved to the next agenda item.

## MINUTES

The Board considered approving the minutes of the January 9, 2023, regular meeting. After review and discussion, Director Blackwell moved to approve the minutes of the January 9, 2023, regular meeting, as submitted. Director Shook seconded the motion, which passed unanimously.

## REVIEW ARBITRAGE REBATE REPORT SERIES 2017 BONDS

Mr. Pagan reviewed the Arbitrage Rebate Reports for the Series 2017 Bonds. He stated the report will be filed in the District's official records and no action was needed by the Board.

## FINANCIAL AND BOOKKEEPING MATTERS

Ms. Berry reviewed the bookkeeper's report, a copy of which is attached, and presented the District's bills for payment. Following review and discussion, Director Shook moved to approve the bookkeeper's report and payment of the District's bills. Director Porter seconded the motion, which passed unanimously.

## ASSOCIATION OF WATER BOARD DIRECTORS CONFERENCES

The Board discussed the Association of Water Board Directors winter conference. The Board then considered authorizing attendance at the summer conference. After discussion, Director Blackwell moved to approve reimbursement of all eligible expenses for Directors who attended the winter conference, which the bookkeeper confirmed were submitted in accordance with the District's guidelines, and to authorize attendance of any interested Directors at the summer conference. Director Shook seconded the motion, which carried unanimously.

## TAX ASSESSMENT AND COLLECTIONS MATTERS

Ms. Arellano reviewed the tax assessor/collector's report, delinquent tax report, and checks presented for payment from the tax account. A copy of the tax assessor/collector's report is attached. Following review and discussion, Director Blackwell moved to approve the tax assessor/collector's report and payment of the bills from the tax account. Director Force seconded the motion, which passed unanimously.

## ADOPT RESOLUTION CONCERNING EXEMPTIONS FROM TAXATION

Mr. Pagan reviewed previous tax exemptions with the Board. Mr. Pagan then presented and reviewed a Resolution Concerning Exemptions from Taxation reflecting that the Board grants a general residential homestead exemption of 20% (but not less than \$5,000), and grants an exemption of \$50,000 of the appraised value of residence homesteads of individuals who are disabled or are sixty-five years of age or older.

Director Porter moved to adopt the Resolution Concerning Exemptions from Taxation and direct that the Resolution be filed appropriately and retained in the District's official records. Director Blackwell seconded the motion, which passed unanimously.

STREET LIGHT PROPOSAL

Mr. Wagner reviewed a proposal from Centerpoint Energy to install streetlights throughout the District for a cost of \$96,944.00, a copy of which is attached. Following review and discussion, Director Blackwell moved to approve the proposal with Centerpoint Energy regarding the installation of streetlights for a cost of \$96,944.00. Director Shook seconded the motion, which passed unanimously.

NEW DEVELOPMENT ADJACENT TO DISTRICT

The Board discussed new development adjacent to the District. Mr. Wagner stated that there is a town hall meeting in the District scheduled this evening with the developer to answer questions.

Mr. Wagner then addressed some of the concerns expressed by Ms. Broom and Mr. Graves. He stated that the developer of the new development adjacent to the District is currently conducting a feasibility study. Discussion ensued.

ENGINEERING MATTERS

Mr. Wagner generally reported on engineering projects within the District. A copy of the engineering report is attached.

Mr. Wagner updated the Board on the construction of the permanent wastewater treatment plant expansion.

Mr. Wagner updated the Board on future capital improvement projects and stated that RG Miller is coordinating a list of projects for Board consideration at a future meeting.

LAKE AND TURF MANAGEMENT REPORT, INCLUDING APPROVAL OF PROPOSALS FOR NECESSARY REPAIRS OR REPLACEMENTS, IMPROVEMENTS, RENEWAL OF PERMITS, OR LANDSCAPING AGREEMENTS

There was no discussion on this item.

MASTER PARK PLAN AD FUTURE PARK DEVELOPMENT

Ms. Lee reviewed a KGA report with the Board, a copy of which is attached, and discussed adding lighting around the lake.



OPERATION OF DISTRICT FACILITIES AND TERMINATION OF WATER AND SEWER SERVICE TO DELINQUENT CUSTOMERS

Ms. Bonillia-Odoms reviewed the operator’s report for January 2023, a copy of which is attached and requested authorization to refer four delinquent accounts to collections.

The Board next considered termination of utility service to delinquent accounts. Ms. Bonillia-Odoms reported that the customers on the termination list were mailed written notice prior to this meeting in accordance with the Rate Order, notifying them of the opportunity to appear before the Board of Directors to explain, contest, or correct the utility service bill and to show reason why utility service should not be terminated for reason of nonpayment.

Following review and discussion, Director Porter moved (1) to approve the operator’s report; and (2) that since the customers on the list were neither present at the meeting nor had presented any statement on the matter, to terminate utility service in accordance with procedures set forth in the Rate Order. Director Force seconded the motion, which passed unanimously.

GARBAGE COLLECTION MATTERS

The Board discussed garbage collection matters in the District.

DEVELOPMENT IN THE DISTRICT

There was no discussion on this item.

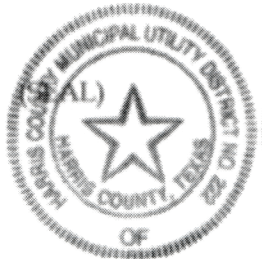
SECURITY MATTERS

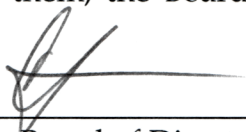
The Board discussed security matters in the District.

WEBSITE MATTERS AND COMMUNITY OUTREACH

The Board discussed website matters. Discussion ensued regarding meeting in the District. Following review and discussion, the Board concurred to possibly hold a meeting in the District in late March.

There being no further business to come before them, the Board concurred to adjourn the meeting.



  
Secretary, Board of Directors



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