

MINUTES
CHELFORD ONE MUNICIPAL UTILITY DISTRICT
OF HARRIS COUNTY, TEXAS

April 27, 2023

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 27th day of April, 2023, 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, except for Directors Martin and Fowler, thus constituting a quorum. Director Martin was in attendance by teleconference but did not participate in the meeting.

Also present at the meeting were: Andrew 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.; Mary Ann Mihills of Municipal Accounts & Consulting, L.P. ("MAC"); and Whitney Higgins and Arlene Catalan of Allen Boone Humphries Robinson LLP.

PUBLIC COMMENTS

The Board offered any members of the public 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 March 20, 2023, regular meeting, and the March 7, 2023, and March 13, 2023, special meetings. After review and discussion, Director Billings moved to approve the minutes of the March 20, 2023, regular meeting, as amended, and the March 7, 2023, and March 13, 2023, special meeting, as presented. Director Hupp seconded the motion, which was approved by unanimous vote.

DISTRICT SECURITY MATTERS

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

The Board requested an update on the progress of an the interlocal agreement between Harris County and Flock Safety. Mr. Dunn noted that he is planning to request that Flock Safety grant On-Site Protection access to the footage captured by the Flock cameras to better serve the communities On-Site Protection works in.

Director Alwine reported an increase of activity on Vista Grande Drive and Paladora Drive. Mr. Dunn reported that On-Site Protection would monitor the area.

The Board requested a patrol progress report for Harris County Municipal Utility District No. 120 ("HC120"). Mr. Dunn reported on HC120.

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 March 31, 2023, 95.8% of the District's 2022 taxes were collected.

The Board discussed STOA Acquisitions, LLC ("STOA") delinquent tax account. The Board requested that MAC hold STOA's reimbursement check and directed Si Enviro to notify STOA that the reimbursement check is being held due to the delinquent tax account.

Following review and discussion, Director Hupp 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 Billings 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 84.83% 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 and clearing of a blockage located at 6710 Leandra

Drive. Mr. Smith responded to Board members' questions regarding repairs made to the water distribution system, sanitary sewer collection system, and water plant facilities.

Mr. Smith noted that the daily manhole dosing for March was completed on time but billed to the District in April.

Mr. Smith presented and reviewed a preventative maintenance schedule spreadsheet for reoccurring maintenance in the District, a copy of which is attached to the operations report.

Mr. Smith presented and reviewed a chart of recommended fee increases. He responded to Board member's questions and comments.

After review and discussion, Director Hupp moved to: (1) approve the operations report; and (2) adopt an amended Rate Order reflecting Si Enviro's fee increase recommendations. Director Billings seconded the motion, which was approved by unanimous vote.

HEARING ON TERMINATION OF UTILITY SERVICE

Mr. Smith reported that there is no termination list for the Board's review this month. He noted that the April Board meeting date was rescheduled after the regular billing cycle and scheduled disconnection date, which in cause did not provide customers the opportunity to appear before the Board to explain, contest, or correct their utility service bill and to show reason for nonpayment.

ENGINEER'S REPORT

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

Mr. Reed updated the Board on the Water Line Rehabilitation serving Mission Bend, Section 3.

Mr. Reed updated the Board on the Sanitary Manhole Rehabilitation Phase 1. He presented and requested approval of Pay Application No. 1 and Final in the amount of \$396,176.00, payable to Infrastructure Rehabilitation USA, Inc. Mr. Reed also presented a Certificate of Completion and Acceptance and recommended the Board accept the facilities.

Mr. Reed updated the Board on the Bellaire Sanitary Sewer Replacement.

Mr. Reed updated the Board on the Water Line Rehabilitation to serve Los Patios Section 1, Addick Clodine Road and Winklman Road.

Mr. Reed presented and reviewed the plans and specifications for the water plant driveway extension for the On-Site Protection vehicle parking. Discussion ensued.

After review and discussion, Director Hupp moved to: (1) approve the engineers report; and (2) approve Pay Estimate No. 1 and Final in the amount of \$396,176.00, and to accept the facilities. Director Billings 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

Mr. Reed updated the Board on WHCRWA matters.

MISSION BEND GREENBELT ASSOCIATION MATTERS

The Board discussed Mission Bend Greenbelt Association matters.

GREATER MISSION BEND AREA COUNCIL

Director Billings gave a report on the 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.

After review and discussion, Director Billings moved to approve the bookkeeper's report and quarterly investment report, including payment of the invoices as presented and discussed. Director Hupp seconded the motion, which was approved by unanimous vote.

The Board discussed an article regarding PVC pipes.

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



Kimette Bitt
Secretary, Board of Directors

LIST OF ATTACHMENTS

| | <u>Minutes</u> |
|--------------------------------------|----------------|
| | <u>Page</u> |
| Security Report..... | 2 |
| Tax Assessor/Collector's Report..... | 2 |
| Operations Report..... | 2 |
| Engineer's Report..... | 3 |