

MINUTES
CHELFORD ONE MUNICIPAL UTILITY DISTRICT
OF HARRIS COUNTY, TEXAS

November 20, 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 20th day of November, 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, thus constituting a quorum.

Also present at the meeting were: Anthea Moran of Masterson Advisors, LLC; Stuart Black of Acclaim Energy; Andrew Dunn and Matt Dunn of On-Site Protection LLC ("On-Site Protection"); Brenda McLaughlin of Bob Leared Interests, Inc.; Carlous Smith and Jared Mayfield of Si Environmental, LLC; Taylor Reed of Vogler & Spencer Engineering Inc. ("VSE"); Mary Ann Mihills of Municipal Accounts & Consulting, L.P.; and Whitney Higgins and Arlene Catalan of Allen Boone Humphries Robinson LLP ("ABHR").

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 October 23, 2023, regular meeting and the October 3, 2023, and October 9, 2023, special meetings. After review and discussion, Director Fowler moved to approve the minutes of the October 23, 2023, regular meeting, as amended, and the October 3, 2023, and October 9, 2023, as presented. Director Billings seconded the motion, which was approved by unanimous vote.

ENGINEER'S REPORT

Mr. Reed presented and reviewed an updated 10-year Capital Improvement Plan. He then reviewed two alternative Summaries of Costs for a future bond application. Ms. Moran reviewed the possible scenarios for both Summaries of Costs and the impact on the District's tax rate. Mr. Reed and Ms. Moran responded to the Board members' questions and comments regarding the prospective bond application. After review and discussion, Director Alwine moved to authorize VSE to begin preparation of a bond application in the amount not to exceed \$6,000,000. Director Fowler seconded the motion, which was approved by unanimous vote.

RECEIVE ACCLAIM ENERGY ADVISORS REPORT ON ELECTRICITY AND AUTHORIZE APPROPRIATE ACTION

Mr. Black presented and reviewed an Acclaim Energy Management Agreement with the Board. Mr. Black responded to the Board member's questions and comments regarding Acclaim Energy's services. Following discussion, Director Fowler moved to approve the Acclaim Energy Management Agreement, subject to ABHR review and direct that the Agreement be filed appropriately and retained in the District's records. Director Hupp seconded the motion, which passed by unanimous vote.

DISTRICT SECURITY MATTERS

Mr. Matt 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.

Mr. Andrew Dunn reported on homeless individuals squatting on a property located on the 1600 block of Mission Village Drive, within the District's boundaries. Discussion ensued. Mr. Dunn stated On-Site Protection would continue to monitor the situation.

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 October 31, 2023, 98.45% of the District's 2022 taxes were collected and 0.4% of the District's 2023 taxes were collected.

Director Billings inquired about the District's list of delinquent taxpayers and how the District's delinquent tax attorney pursues delinquent accounts. Ms. McLaughlin responded to Director Billings' inquiry.

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 Hupp and was approved by unanimous vote.

ADOPT RESOLUTION CASTING BALLOT FOR THE ELECTION OF A PERSON TO THE BOARD OF DIRECTORS OF THE HARRIS CENTRAL APPRAISAL DISTRICT

Ms. Higgins reviewed a Resolution Casting Ballot for the Election of a Person to the Board of Directors of the Harris Central Appraisal District. Discussion ensued. After review and discussion, Director Billings moved to cast the District's vote for Jonathan Cowen, adopt the Resolution Casting Ballot for the Election of a Person to the Board of Directors of the Harris Central Appraisal District, and direct that the Resolution be filed appropriately and retained in the District's official records. Director Fowler seconded the motion, which carried unanimously.

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 98.97% and discussed repairs performed at the Mission Bend Integrated Water System.

Mr. Smith reviewed the repairs to and maintenance performed at the District's water distribution system, sanitary sewer collection system, and water plant facilities during the month, including the replacement of a 2-inch meter located at 6403 Addicks Clodine Road. 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 presented and reviewed a preventative maintenance spreadsheet for reoccurring maintenance in the District, a copy of which is attached to the operations report.

After review and discussion, Director Fowler moved to approve the operations report. Director Hupp 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 Fowler 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 Hupp seconded the motion, which was approved by unanimous vote.

ENGINEER'S REPORT (CONTINUED)

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 Line Rehabilitation serving Mission Bend Section 3 and reviewed and recommended approval of Pay Estimate No. 7 and Final in the amount of \$175,847.50, payable to Aranda Industries, LLC ("Aranda"). He also presented a Certificate of Completion and Acceptance and recommended the Board accept the facilities.

Mr. Reed updated the Board regarding construction of the Water Line Rehabilitation to serve Los Patios Section 1, Addick Clodine Road and Winkleman Road. Additionally, he updated the Board regarding the project signage.

Mr. Reed reported that VSE is preparing the design for the District's Water Plant Chloramine Conversion. He stated that plans have been submitted to the appropriate agencies for review and approval.

Mr. Reed stated Harris County Precinct No. 4's has not distributed additional information regarding funding for the Call for Projects grant.

Mr. Reed reported Aranda has temporarily filled the missing sidewalk connections of Winkleman Road in Mission Bend Section 3. He noted that the areas were temporarily filled as they will be dug up for the Winkleman Road portion of the Water Line Rehabilitation project.

After review and discussion, Director Fowler moved, based on the engineer's recommendation, to: (1) approve the engineer's report; and (2) approve Pay Estimate No. 7 and Final in the amount of \$175,847.50, and to accept the facilities. Director Hupp 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 MATTERS

The Board discussed WHCRWA matters.

MISSION BEND GREENBELT ASSOCIATION MATTERS

There was no discussion on Mission Bend Greenbelt Association matters.

GREATER MISSION BEND AREA COUNCIL

Director Billings updated the Board 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 requested approval of additional check no. 15148 to Director Billings in the amount of \$152.83 for attendance at the Association of Water Board Directors Fall Seminar.

After review and discussion, Director Fowler moved to: (1) approve the bookkeeper's report and quarterly investment report, including payment of the invoices as presented and discussed; and (2) approve additional check no. 15148, as discussed. Director Alwine seconded the motion, which was approved by unanimous vote.

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



Kimette Bell
Secretary, Board of Directors

LIST OF ATTACHMENTS

	Minutes
	<u>Page</u>
Security Report.....	2
Tax Assessor/Collector's Report.....	2
Operations Report.....	3
Engineer's Report.....	4
Bookkeeper's Report.....	5