

MINUTES
CHELFORD ONE MUNICIPAL UTILITY DISTRICT
OF HARRIS COUNTY, TEXAS

March 18, 2024

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 18th day of March, 2024, 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
Vacant	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"); Brenda McLaughlin of Bob Leared Interests, Inc.; Carl Sandin of Perdue, Brandon, Fielder, Collins and Mott, L.L.P. ("Perdue Brandon"); Carlous Smith of Si Environmental, LLC ("Si Environmental"); Taylor Reed of Vogler & Spencer Engineering Inc. ("VSE"); Mary Ann Mihills of Municipal Accounts & Consulting, L.P.; Anthea Moran of Masterson Advisors, LLC; Stephanie Hulbert of Infrastructure Construction Services ("ICS"); 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.

Ms. Hulbert introduced herself and ICS's services to the Board. Mr. Reed noted that VSE has contracted with ICS on previous projects.

MINUTES

The Board considered approving the minutes of the February 19, 2024, regular meeting and the February 6, 2024, and February 12, 2024, special meetings. After review and discussion, Director Billings moved to approve the minutes of the February 19, 2024, regular meeting, as amended, and the February 6, 2024, and February 19, 2024, as presented. Director Hupp 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. He responded to Board members' questions, comments, and requests regarding security matters. Mr. Dunn noted a correction to the report stating that three tickets were issued even though the report states zero.

Mr. Andrew Dunn reported that Officers Scott and Jason are monitoring the parallel parking occurring at the end of Rio Plaza Drive, towards Las Brisas Drive as well as La Granada Drive towards Paladora Drive.

Director Billings reported on a lawn maintenance trailer parked along the end of the La Mirada Drive cul-de-sac. Mr. Andrew Dunn stated that On-Site would issue a warning to the owner of the trailer.

Mr. Andrew Dunn noted that the data used for the report regarding Fort Bend County security matters is unavailable. He stated that On-Site has been following up with Fort Bend County on the matter, noting the importance of On-Site's receipt of the data. Mr. Andrew Dunn stated that Fort Bend County has stated that the data should be available soon.

Mr. Andrew Dunn noted that On-Site submitted certain security report information for posting on the District's website.

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 February 29, 2024, 93.6% of the District's 2023 taxes were collected.

HEARING ON TERMINATION OF WATER AND SEWER SERVICE TO DELINQUENT TAX ACCOUNTS AND AUTHORIZE TERMINATION OF SERVICE

Mr. Sandin presented and reviewed the delinquent tax report from Perdue Brandon, a copy of which is attached. Discussion ensued regarding the delinquent tax report.

The Board discussed certain accounts listed on the delinquent tax report marked for consideration to be moved to the uncollectable roll. Discussion ensued regarding removing certain accounts from the uncollectable roll. The Board then discussed the option of terminating utility services to delinquent tax accounts and noted they would not pursue that option at this time.

Following review and discussion, Director Fowler moved to: (1) approve the tax assessor/collector's report and authorize payment of checks drawn on the District's tax account; and (2) authorize the removal of certain accounts from the uncollectable roll, as

discussed. The motion was seconded by Director Hupp, which 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 98.45% 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 completion of respective concrete and landscape work at 15415 La Paloma Drive and 6806 La Puente 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 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 Billings 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 Billings seconded the motion, which was approved by unanimous vote.

CONDUCT ANNUAL REVIEW AND RECEIVE REPORT FROM OPERATOR ON IDENTITY THEFT PREVENTION PROGRAM AND ADOPT IDENTITY THEFT PREVENTION PROGRAM AMENDMENT

Mr. Smith reviewed an annual report on the District's Identity Theft Prevention Program (the "Program"). He stated that the report indicates there were no significant incidents of identity theft detection. Mr. Smith reported Si Enviro is recommending continued implementation of the Program without changes.

REVIEW DROUGHT CONTINGENCY PLAN; ADOPT ORDER ADOPTING AMENDED AND RESTATED DROUGHT CONTINGENCY PLAN

Ms. Higgins stated that the Texas Commission on Environmental Quality ("TCEQ") rules require that the District review and adopt an Amended and Restated Drought Contingency Plan in 2024, prior to May 1st. She reviewed an Amended and Restated Drought Contingency Plan with the Board. After review and discussion, Director Billings moved to adopt an Order Adopting Amended and Restated Drought Contingency Plan; Providing for Implementation and Enforcement Thereof; Providing Penalties for Violations; and Containing Other Provisions Related to the Subject and direct that the Order be filed appropriately and retained in the District's official records. Director Fowler seconded the motion, which passed by unanimous vote.

REVIEW CRITICAL LOAD SPREADSHEET FOR DISTRICT'S FACILITIES AND AUTHORIZE ANNUAL FILING

The Board reviewed the critical load spreadsheet, which had been previously provided to the operator and engineer for review. Ms. Higgins said that the critical load information on the District's facilities is required to be reviewed at least annually and submitted to the Public Utility Commission, the District's electricity provider and other governmental entities. After review and discussion, Director Billings moved to authorize ABHR to file the critical load spreadsheet and direct that the spreadsheet be retained in the District's official records. Director Fowler seconded the motion, which passed by unanimous vote.

REVIEW EMERGENCY PREPAREDNESS PLAN AND AUTHORIZE FILING OF UPDATES, IF NECESSARY

Ms. Higgins discussed the District's Emergency Preparedness Plan. Mr. Reed confirmed no updates are necessary at this time.

ENGINEER'S REPORT

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

Director Martin inquired about the installation of a steel plate at the District's Water Plant. Mr. Reed stated that he would look into the matter.

Mr. Reed updated the Board regarding the construction of the Water Line Rehabilitation to serve Los Patios Section 1, Addicks Clodine Road and Winkleman Road. The Board requested that the contractor remove the crushed concrete from the vacant land adjacent to the District's water well site.

Mr. Reed updated the Board regarding the District's Water Plant Chloramine Conversion project. He noted that VSE has completed design of the project and plans and specifications are currently under review by the City of Houston.

Mr. Reed updated the Board regarding the Harris County Precinct No. 4's ("HCP 4") Call for Projects. He stated that HCP 4 is moving forward with the District's park project. The Board discussed HCP 4's management of the park project. Mr. Reed stated that VSE would monitor the project and ensure that it is done to the Board's satisfaction.

Mr. Reed stated that VSE is in the process of finalizing Bond Application No. 9. Ms. Moran presented and reviewed a cash flow analysis. Ms. Higgins then presented and reviewed a Resolution Authorizing Application to the TCEQ for Approval of Project and Bonds for Bond Application No. 9.

Director Billings noted that following a walkthrough of the District's Water Well that additional lighting may be needed. Mr. Reed stated that he would touch base with Si Environmental on areas of concern and have a lighting proposal for the Board's consideration at the Board's next regular meeting.

After review and discussion, Director Hupp moved, based on the engineer's recommendation, to: (1) approve the engineer's report; and (2) adopt the Resolution Authorizing Application to the TCEQ for Approval of Project and Bonds. Director Fowler 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 ("WHCRWA")

There was no discussion on WHCRWA matters.

MISSION BEND GREENBELT ASSOCIATION MATTERS

The Board discussed Mission Bend Greenbelt Association matters.

GREATER MISSION BEND AREA COUNCIL

There was no discussion on the Greater Mission Bend Area Council matters.

CONSIDER RENEWAL OF ELECTRICITY CONTRACT

There was no discussion on this agenda item.

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 that the check previously held for Seaback Maintenance, Inc. with additional work, trimming/clean up along the water plant fence line, in the amount of \$1,200.00 was released following Si Environmental's verification that the work was complete and the Board's approval.

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 Hupp seconded the motion, which was approved by unanimous vote.

2024 DIRECTORS ELECTION

Ms. Higgins discussed procedures related to the 2024 Directors Election. She presented a Certificate Declaring Unopposed Status of Candidates for Election to the Board of Directors executed by the Secretary's agent stating that the District received two candidate application for the three director positions for the May 4, 2024, Directors Election.

Ms. Higgins presented an Order Cancelling Election and Declaring Unopposed Candidates Elected to Office (the "Order Cancelling") stating that the May 4, 2024, Directors Election is cancelled and that the unopposed candidates, Micheal Martin and Connie Fowler, are declared elected to office to serve from the May 4, 2024, election until the May 6, 2028, Directors Election. She reviewed the posting requirements for the Order Cancelling.

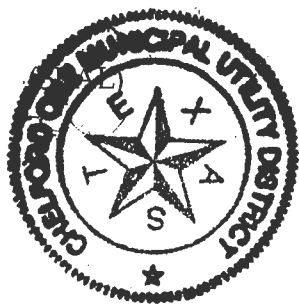
Following review and discussion, Director Billings moved to: (1) accept the Certificate Declaring Unopposed Status of Candidates for Election to the Board of Directors and direct that the Certificate be filed appropriately and retained in the District's official records; and (2) adopt the Order Cancelling Election and Declaring

Unopposed Candidates Elected to Office, authorize the Secretary's agent to post the Order Cancelling, as required, and direct that the Order Cancelling be filed appropriately and retained in the District's official records. Director Hupp seconded the motion, which was approved unanimously.

Director Billings requested that additional language be included on the District's website regarding the Director's attendance of the semi-annual Mission Bend Homeowners Association meetings. Discussion ensued regarding the additional language to clarify the Board will be attending the meeting as homeowners and not holding a District meeting.

[EXECUTION PAGE FOLLOWS]

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



Vanetta Bellini
Secretary, Board of Directors

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