

MINUTES
CHELFORD ONE MUNICIPAL UTILITY DISTRICT
OF HARRIS COUNTY, TEXAS

April 15, 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 15th day of April, 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:

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| 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: Lynne Alwine, resident of the District; Dan McDonald of McDonald & Wessendorff; Andrew Dunn and Matt Dunn of On-Site Protection LLC ("On-Site"); Brenda McLaughlin of Bob Leared Interests, Inc.; Carlous Smith 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.

PUBLIC COMMENTS

The Board offered any members of the public the opportunity to make a public comment.

Director Martin introduced Ms. Alwine to the Board and District consultants and stated that she would like to be considered for appointment to the Board to serve the current vacancy.

MINUTES

The Board considered approving the minutes of the March 18, 2024, regular meeting and the March 5, 2024, and March 11, 2024, special meetings.

Dr. Billings reviewed a list of revisions for the March 18, 2024, regular meeting minutes. Discussion ensued regarding the minute revisions.

After review and discussion, Director Hupp moved to approve the minutes of the March 18, 2024, regular meeting, as amended, and the March 5, 2024, and March 11, 2024, as presented. Director Fowler seconded the motion, which was approved by unanimous vote.

RENEWAL OF DISTRICT INSURANCE POLICIES

Mr. McDonald discussed the District's cybersecurity policy and coverage. He responded to the Board member's questions and comments regarding potential cybersecurity threats and the District's response.

Mr. McDonald presented and reviewed a renewal proposal for the District's insurance policies due to expire on May 1, 2024, from McDonald Wessendorff Insurance. A copy of the renewal proposal is attached. Mr. McDonald responded to the Board member's questions and comments regarding the District's insurance policies.

Following review and discussion, Director Fowler moved to accept the insurance renewal proposal, and direct that the proposal be filed appropriately and retained in the District's official records. Director Billings seconded the motion, which was approved unanimously.

DISTRICT SECURITY MATTERS

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

Discussion ensued regarding the homeless populations in the surrounding areas.

Mr. Andrew Dunn noted that the data used for the report regarding Fort Bend County security matters continues to be 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 continues to state that the data should be available soon.

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, 2024, 94.9% of the District's 2023 taxes were collected. 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, which was approved by unanimous vote.

OPERATIONS REPORT

The Board reviewed correspondence from the property owner of 15903 Sierra Vista Drive, a copy of which is attached. Discussion ensued. The Board denied the property owner's request for the District to repair the sidewalk located along 15903 Sierra Vista Drive.

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 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 five tapline repairs and monthly endline flushing. 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.

Mr. Smith presented and recommended turning 15 delinquent accounts totaling \$4,030.44 to the District's collection agency.

Mr. Smith presented and reviewed a draft Consumer Confidence Report for the Board's review.

After review and discussion, Director Hupp moved to: (1) approve the operations report; and (2) authorize the operator to turn over the recommended delinquent accounts over for collections. 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 Hupp 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 updated the Board regarding the construction of the Water Line Rehabilitation to serve Los Patios Section 1, Addicks Clodine Road and Winkleman Road.

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 stated that there are no updates on the Harris County Precinct No. 4's ("HCP 4") Call for Projects. He reassured the Board that VSE would monitor the project and ensure that it is done to the Board's satisfaction. Director Billings stated that HCP 4 has requested to schedule a meeting with the District to further discuss the awarding of the HCP 4 Call for Projects.

Mr. Reed stated that Bond Application No. 9 is currently under consultant review.

After review and discussion, Director Hupp moved, based on the engineer's recommendation, to approve the engineer's report. 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.

Ms. Mihills presented and reviewed the draft budget for Chelford City Regional WWTP. Discussion ensued regarding upcoming Chelford City Regional WWTP projects.

WEST HARRIS COUNTY REGIONAL WATER AUTHORITY MATTERS
("WHCRWA")

Mr. Reed updated the Board on WHCRWA matters.

MISSION BEND GREENBELT ASSOCIATION MATTERS

There was no discussion on the 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.

Ms. Mihills stated that the Association of Water Board Directors requested the Board appointment of the District's voting member. Discussion ensued. After review and discussion, the Board concurred to nominate Director Billings as the District's voting member.

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

Director Hupp stated that he is resigning from the Board. The Directors expressed their gratitude for Director Hupp's service on the Board and accepted his verbal resignation.

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



Christina Bell
Secretary, Board of Directors

LIST OF ATTACHMENTS

| | Minutes |
|--|-------------|
| | <u>Page</u> |
| 2024 McDonald Wessendorff Insurance Proposal | 2 |
| Security Report | 2 |
| Tax Assessor/Collector's Report | 2 |
| Correspondence from Property owner of 15903 Sierra Vista Drive | 3 |
| Operations Report..... | 3 |
| Engineer's Report..... | 4 |
| Bookkeeper's Report..... | 5 |