

MINUTES
HARRIS COUNTY MUNICIPAL UTILITY DISTRICT NO. 391

February 10, 2025

The Board of Directors (the "Board") of Harris County Municipal Utility District No. 391 (the "District") met in regular session in person and by teleconference, open to the public, on the 10th day of February, 2025, at the offices of Allen Boone Humphries Robinson LLP, 3200 Southwest Freeway, Houston, Texas, outside the boundaries of the District, and the roll was called of the members of the Board:

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

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

Also present at the meeting in person or by teleconference were Mary Dubois of Energy by 5; Andy Drennan and Tyler Franklin of K-3BMI; Chad LeBouf of AOS Treatment Solutions; Corey Bostick of Magna Flow Environmental; Lieutenant Rodriquez of Harris County Constable's Office; David Beyer of Storm Water Solutions, LLC ("SWS"); Stephanie Lee of KGA/DeForest Design, LLC ("KGA"); Brian Rabenaldt of R.G. Miller Engineers, Inc. ("RG Miller"); Danae Dehoyos of Touchstone District Services ("Touchstone"); Demitra Berry of McLennan & Associates, LP ("McLennan"); Debbie Arellano of Bob Leared Interests ("BLI"); 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. Dubois introduced herself to the Board and discussed services that Energy By 5 provides to municipal utility districts.

Mr. Bostick introduced himself to the Board and discussed pricing and services that Magna Flow Environmental provides to municipal utility districts.

Mr. Drennan introduced himself to the Board and discussed pricing and services that K3BMI provides to municipal utility districts.

Mr. LeBouf then introduced himself to the Board and discussed pricing and services that ASO Treatment Solutions provides to municipal utility districts, as well.

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 13, 2025, regular meeting. After review and discussion, Director Porter moved to approve the minutes, as presented. Director Shook seconded the motion, which passed unanimously.

SECURITY MATTERS

Lieutenant Rodriguez updated the Board on security matters in the District.

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 Porter seconded the motion, which passed unanimously.

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. She noted additional check no. 2013 in the amount of \$1,732.50 payable to K-3BMI. Following review and discussion, Director Porter moved to approve the bookkeeper's report and payment of the District's bills. Director Blackwell seconded the motion, which passed 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 Porter 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 \$75,000 of the appraised value of residence homesteads of individuals who are disabled or are sixty-five years of age or older. Following review and discussion, 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 Force seconded the motion, which passed unanimously.

DISCUSS COST SHARING AGREEMENT WITH HOMEROWNERS ASSOCIATION FOR STREETLIGHTS, AND AUTHORIZE APPROPRIATE ACTION

The Board discussed potentially entering into a cost sharing agreement with the homeowners association for streetlights on Louetta, Cypresswood, Mueschke, and Cypress Rosehill. Following discussion, the Board concurred to have Acclaim Energy review the meters to determine who maintains each light.

NEW DEVELOPMENT ADJACENT TO DISTRICT

Mr. Rabenaldt updated the Board regarding the potential new development on a tract adjacent to the District.

ENGINEERING MATTERS

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

Mr. Rabenaldt updated the Board on the Capital Improvements Plan and stated that bids for the water plant recoating will be received by February 13, 2025. Following discussion, Director Broom moved to authorize the engineering committee to approve the contract from the lowest qualified bidder at a cost not to exceed \$150,000.00. Director Blackwell seconded the motion, which passed unanimously.

Mr. Rabenaldt continued his report. Following review and discussion, Director Porter moved to approve the engineering report. Director Blackwell seconded the motion, which passed unanimously.

NORTH HARRIS COUNTY REGIONAL WATER AUTHORITY MATTERS

Mr. Rabenaldt reviewed correspondence from the North Harris County Regional Water Authority regarding proposed acquisitions of a Right of Way and easement for

Parcel 37F-19, Parcel 37F-29, Parcel 37F-31, and Parcel 37F-32. Following review and discussion, Director Porter moved approve the parcels, as recommended by the engineer. Director Blackwell seconded the motion, which passed unanimously.

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

The Board discussed lake and turf management matters. Mr. Beyer reviewed a maintenance report, a copy of which is attached. He discussed bulkheads that will require repairing now or in the near future.

MASTER PARK PLAN AD FUTURE PARK DEVELOPMENT

The Board reviewed a KGA report, a copy of which is attached. Ms. Lee updated the Board on the sidewalk enhancement project that is partnered with Harris County Precinct No. 3.

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

Mr. Davila reviewed the operator's report for January 2025, a copy of which is attached and requested authorization to refer six delinquent accounts for collections.

Mr. Davila reviewed a proposal from Edustrial Solutions LCC in the amount of \$26,729.00 for repairs at the sewer plant.

The Board next considered termination of utility service to delinquent accounts. Mr. Davila 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; (2) approve the proposal from Edustrial Solutions LLC in the amount of \$26,729.00 for the repairs at the sewer plant; and (3) 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 Blackwell seconded the motion, which passed unanimously.

GARBAGE COLLECTION MATTERS

There was no discussion on this item.

DEVELOPMENT IN THE DISTRICT

There was no discussion on this item.

WEBSITE MATTERS AND COMMUNITY OUTREACH

Ms. Dehoyos updated the Board on website matters.

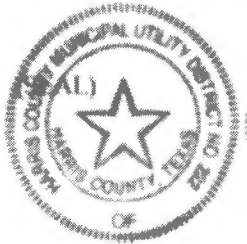
UPDATE FROM BOARD COMMITTEES

The Board discussed updates from each committee.

MEETING DATES

The Board concurred to hold the next regular meeting on March 10, 2025, at ABHR and to include a call-in number on the agenda.

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





Secretary, Board of Directors

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