

MINUTES
HARRIS COUNTY MUNICIPAL UTILITY DISTRICT NO. 167

February 21, 2024

The Board of Directors (the "Board") of Harris County Municipal Utility District No. 167 of Harris County, Texas (the "District"), met in regular session on the 21st day of February, 2024, open to the public, 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:

Verneath Louise Hronas	President
Claudia Buentello	Vice President/Investment Officer
Juan Pablo Medrano	Secretary
Shirley Ann Dean	Assistant Vice President
Brad Yeaney	Assistant Secretary

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

Also present for all or part of the meeting in person were: Jordan Kirk of Davidson Homes; Jonathan P. Morin and Mike Groschkey of J.P. Morin Company, LLC ("J.P. Morin"); Robert Wempe of Pape-Dawson Engineers, Inc.; Jacob van Sant of van Sant Landscape Management; Chris Hoffman, Donnice Hoffman, Ryan Bennett, and Wes Alvey of H2O Consulting, Inc. ("H2O"); Brandon West of Touchstone District Services ("Touchstone"); Robert "Scott" Orr of Kingwood Pressuring Washing ("Kingwood"); Dane Turner of Best Trash, LLC ("Best Trash"); Jennifer Abad of Municipal Accounts & Consulting, L.P. ("MAC"); Eric Steinman of KGA/DeForest Design, LLC ("KGA"); Karen Sears and Travis Benes of Storm Water Solutions, LLC ("SWS"); Sergeant Patrick Mikel of the Harris County Sheriff's Office ("HCSO"); Trevor Shuman of Today's Integration ("T.I."); and Sanjay Bapat and Whitney Lington of Allen Boone Humphries Robinson LLP ("ABHR").

STATEMENTS AND QUESTIONS FROM THE PUBLIC

There were no comments from the public.

SECURITY SERVICES MATTERS, INCLUDING REPORT FROM HCSO

Sergeant Mikel reported on security services in the District.

Sergeant Mikel presented and reviewed a crime analysis report for the District, a copy of which is attached.

The Board discussed the placement of the mobile security unit. The Board requested for Sergeant Mikel to follow up with Cypress-Fairbanks Independent School District to discuss the matter further.

SECURITY MONITORING MATTERS

Mr. Shuman reviewed a report on security monitoring prepared by T.I., a copy of which is attached.

The Board discussed graffiti in the District and requested for Kingwood to conduct a site visit at the Villages of Bear Creek Trail Site 2 and remove any graffiti found at the location.

GARBAGE COLLECTION AND RECYCLING MATTERS

Mr. Turner reviewed a letter from Best Trash regarding the automatic annual CPI adjustment to the service agreement pursuant to the agreement with the District, a copy of which is attached.

Director Hronas made a motion to: (1) approve the annual CPI adjustment for services with Best Trash; and (2) amend Rate Order to reflect the CPI adjustment in the District's sewer rate. Director Dean seconded the motion, which passed unanimously.

REPORT ON GRAFFITI REMOVAL

Mr. Orr reviewed a report on graffiti removal in the District prepared by Kingwood, a copy of which is attached.

DISTRICT WEBSITE MATTERS

Mr. West reviewed a communications and website analytics report, a copy of which is attached.

The Board discussed current and potential website notices. Mr. West requested Board approval to post information related to flushable wipes on the District website. The Board concurred for Touchstone to post information related to flushable wipes on the District website.

FINANCIAL AND ACCOUNTING MATTERS

Ms. Abad reviewed the bookkeeper's report on the District's funds, the bills presented for payment, and the District's investments. A copy of the bookkeeper's report is attached.

Discussion ensued regarding the description line for check no. 19175 payable to Perea Masonry Inc in the amount of \$8,220.00. The Board requested for MAC to correct the description line to state "Paraya Fence Replacement".

Following review and discussion, Director Hronas moved to approve the bookkeeper's report, including the checks presented, and payment of the bills. Director Dean seconded the motion, which passed unanimously.

ASSOCIATION OF WATER BOARD DIRECTORS (“AWBD”) WINTER CONFERENCE, REIMBURSEMENT OF ELIGIBLE EXPENSES, AND ATTENDANCE AT SUMMER CONFERENCE

The Board considered approving reimbursement to the directors for expenses incurred in attending the AWBD winter conference and authorizing attendance at the AWBD summer conference. Following review and discussion, Director Hronas moved to approve reimbursement of the eligible AWBD winter conference expenses and to authorize attendance of Board members at the AWBD summer conference. Director Dean seconded the motion, which passed unanimously.

RESOLUTION CONCERNING EXEMPTIONS FROM TAXATION

Mr. Bapat reviewed the various optional tax exemptions the District may offer its residents, noting that the District currently offers an exemption from ad valorem taxation of \$35,000 of the appraised value of residence homesteads of individuals who are disabled or are sixty-five years of age or older, but rejects the general homestead exemption.

The Board then considered adopting the Resolution Concerning Exemptions From Taxation providing for the exemption from ad valorem taxation of \$35,000 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 Hronas 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 Dean seconded the motion, which passed unanimously.

TAX ASSESSMENT AND COLLECTION MATTERS

Ms. Keeswood reviewed the monthly tax report, a copy of which is attached, reflecting that 77.3% of the District’s 2023 taxes were collected as of January 31, 2024.

Following review of the invoices and corresponding checks, Director Hronas moved to approve the tax report and the checks drawn on the District’s tax account. Director Dean seconded the motion, which passed unanimously.

REPORT REGARDING DEVELOPMENT

Ms. Kirk updated the Board on the status of development in the Haven at Kieth Harrow.

Mr. Wempe discussed the detention pond located in the Haven at Kieth Harrow and next steps for transferring ownership to the District. Discussion ensued regarding maintenance of the detention pond located in the Haven at Kieth Harrow.

LANDSCAPING, PARK, AND RECREATIONAL FACILITIES MAINTENANCE MATTER

Mr. van Sant reviewed a report on maintenance of the landscaping and park facilities in the District, a copy of which is attached.

Mr. van Sant presented a proposal from vanSant in the amount of \$1,782/month for maintenance of the Brenwood South Section 1 detention pond. Discussion ensued. The Board concurred to defer taking action on the presented proposal.

The Board discussed mowing of District facilities.

PARK AND RECREATIONAL FACILITY MATTERS

Mr. Steinman reviewed the landscape architect's report prepared by KGA, a copy of which is attached.

UPDATE ON PRECINCT 4 CALL FOR PROJECTS

Mr. Bapat updated the Board on the Precinct 4 Call for Projects. Discussion ensued regarding the construction of sidewalks in the District. Mr. Bapat stated ABHR will follow up with Harris County regarding the construction of sidewalks and potential timeline for the construction of sidewalks in the District.

The Board discussed an email received regarding the maintenance of land and the construction of a fence along Medrano Trail. Discussion ensued regarding ownership of land along Medrano Trail. The Board requested for ABHR to follow up with West Harris County Regional Water Authority ("WHCRWA") regarding an easement located along Medrano Trail.

MAINTENANCE AND PERMITTING OF STORMWATER QUALITY FACILITIES, INCLUDING PROPOSALS FOR ADDITIONAL WORK

Ms. Sears reviewed the stormwater quality maintenance report prepared by SWS, a copy of which is attached.

Ms. Sears reviewed a proposal to clean the stormwater quality feature located in Westfield Ranch Section 1 in the amount of \$2,200.00, a copy of which is attached.

Following review and discussion, Director Hronas moved to: (1) approve the stormwater quality maintenance report; and (2) approve the proposal from SWS to clean the stormwater quality feature located in Westfield Ranch Section 1 in the amount of \$2,200.00. Director Dean seconded the motion, which passed unanimously.

ENGINEERING MATTERS

Mr. Wempe updated the Board on the status of engineering matters in the District.

Mr. Wempe updated the Board on the status of the design of the future chloramine conversion project for water plant no. 2, which will be required once surface water is delivered to the water plant. Mr. Wempe stated the Texas Commission on Environmental Quality ("TCEQ") approved the plans with conditions that the District will need to convert water plant no.1 to surface water.

Mr. Wempe updated the Board on a letter received from the TCEQ regarding a well capacity compliance violation at water plant no. 2. Mr. Wempe stated Pape-Dawson has submitted an alternate capacity request to TCEQ. Discussion ensued regarding District wells and surface water conversion. The Board then discussed the construction of a ground storage tank in the District.

Following review and discussion, Director Hronas moved to authorize Pape-Dawson to design the future chloramine conversion project for water plant no. 1. Director Dean seconded the motion, which passed unanimously.

OPERATIONS REPORT

Mr. Hoffman presented the monthly operations report, a copy of which is attached. He reviewed routine maintenance and repair items on District facilities for the month, including the status of repairs previously approved by the Board. Mr. Hoffman reported that water accountability for the month is 88.94% and discussion ensued regarding the two defined water service areas in the District. Mr. Hoffman stated H2O will be reviewing and redistributing the demand of the two defined water service areas. Mr. Hoffman stated H2O will review water accountability rates following the redistribution of the two defined water service areas.

Mr. Hoffman discussed the gate at water well no. 2. Mr. Hoffman then presented a proposal from Foster Fence LTD ("Foster") in the amount of \$9,914.00 to install a sliding gate at water well no. 2.

Mr. Hoffman updated the Board on the status of the installation of the generator for water well no. 2 and water plant no. 2 and stated the generators have arrived and are scheduled for installation. Discussion ensued regarding the insurance claim associated with the generator at water plant no. 2.

Mr. Hoffman reviewed upcoming annual reports for the District.

Mr. Hoffmann updated the Board on the removed and recycled meters and funds received from the scrap metal associated with the removed and recycled meters. Mr. Hoffman stated a report showing funds the District has received from scrap metal sales will be included in future operations reports.

Following review and discussion, Director Hronas moved to: (1) approve the operator's report; and (2) approve proposal from Foster in the amount of \$9,914.00 to

install a sliding gate at water well no. 2. Director Dean seconded the motion, which passed unanimously.

HEARING REGARDING TERMINATION OF WATER SERVICE

Ms. Hoffman reviewed the delinquent list. The Board conducted a hearing on the termination of utility service. Ms. Hoffman reported that the customers appearing on the termination list were given proper notice and an opportunity to explain, contest, or correct the utility service bills and show reason why utility service should not be terminated for reason of nonpayment. Following review and discussion, Director Hronas moved that because the customers on the termination list did not attend the meeting or present any written statement on the matter, water and sewer service for delinquent accounts should be terminated in accordance with the District's Rate Order, except for those customers who have entered into payment plans in accordance with the approved delinquent procedures. Director Dean seconded the motion, which passed unanimously.

WHCRWA MATTERS

The Board requested for ABHR to inquire about the ownership of land located along Medrano Trail and Rice Village.

MINUTES

The Board considered approving the minutes of the January 17, 2024 regular meeting. Following review and discussion, Director Hronas moved to approve the minutes of the January 17, 2024 regular meeting. Director Dean seconded the motion, which passed unanimously.

Discussion ensued regarding the detention pond located at Brenwood South Section 1. Mr. Morin reviewed a survey of the land located at the Brenwood South Section 1 detention pond and discussed rehabilitation of the Brenwood South Section 1 detention pond. Mr. Morin then presented a proposal from J.P. Morin in the amount of \$38,957.00 for work associated with the rehabilitation of the detention pond located at Brenwood South Section 1. Discussion ensued. Next, Mr. Benes discussed the rehabilitation of the detention pond located at Brenwood South Section 1 and presented two proposals from SWS: (i) work associated with the rehabilitation of the detention pond located at Brenwood South Section 1 in the amount of \$44,500.00; and (ii) maintenance of the Brenwood South Section 1 detention pond in the amount of \$17,020.00. Discussion ensued regarding the maintenance of the Brenwood South Section 1 detention pond and the two proposals presented for work associated with the rehabilitation of Brenwood South Section 1 detention pond. Following review and discussion, Director Hronas made a motion to: (1) approve proposal from vanSant in the amount of \$1,782 per month for the maintenance of the detention pond located at Brenwood South Section 1; and (2) approve proposal from SWS in the amount of \$44,500.00 for work associated with the rehabilitation of the detention pond located at Brenwood South Section 1. Director Dean seconded the motion, which passed unanimously.

CONVENE IN EXECUTIVE SESSION PURSUANT TO SECTION 551.071

The Board did not convene in Executive Session.

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

(SEAL)




Secretary, Board of Directors

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