

MINUTES  
HARRIS COUNTY MUNICIPAL UTILITY DISTRICT NO. 167

June 19, 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 19<sup>th</sup> day of June, 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: Jonathan P. Morin of J.P. Morin Company, LLC ("J.P. Morin"); Jacob van Sant of van Sant Landscape Management ("van Sant"); Chris Hoffman, Donnice Hoffman, Ryan Bennett, and Wes Alvey of H2O Consulting, Inc. ("H2O"); Brittany Keeswood of Assessments of the Southwest, Inc. ("ASW"); Robert "Scott" Orr of Kingwood Pressuring Washing ("Kingwood"); Jennifer Abad of Municipal Accounts & Consulting, L.P. ("MAC"); Karen Sears 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.

Mr. Bapat updated the Board on recent emails from residents regarding the West Harris County Regional Water Authority's ("WHCRWA") Central Pump Station construction project.

SECURITY SERVICES MATTERS, INCLUDING REPORT FROM HCSO

Sergeant Mikel reported on security services in the District.

The Board inquired about dirt bike activity along Wildcroft Drive.

## SECURITY MONITORING MATTERS

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

The Board inquired about the capability features of the District security cameras.

The Board discussed the placement of the District's mobile camera unit.

The Board discussed posted security signs at District facilities.

Mr. Morin updated the Board on the boulder and plaque to be placed at the District's law enforcement building.

## GARBAGE COLLECTION AND RECYCLING MATTERS

There was no discussion on this agenda item.

## REPORT ON GRAFFITI REMOVAL

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

Mr. Orr updated the Board on the pressure washing of the District's water plant.

## DISTRICT WEBSITE MATTERS

The Board reviewed a communications and website analytics report prepared by Touchstone District Services , a copy of which is attached.

## REVIEW ARBITRAGE REBATE REPORT FOR THE SERIES 2014 BONDS

Mr. Bapat reviewed the Interim Excess Earnings Report for the District's Series 2014 Bonds prepared by OmniCap. He noted that the report states that no arbitrage rebate payments are due to the United States Treasury.

## 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.

The Board discussed the AWBD summer conference and reviewed the conference expenses submitted by directors for reimbursement. The Board also considered authorizing attendance at the AWBD winter conference.

Following review and discussion, Director Hronas moved to: (1) approve the bookkeeper's report, including the checks presented, and payment of the bills; and (2) approve reimbursement of the summer conference expenses submitted by the directors and authorize any interested directors to attend the AWBD winter conference. 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 98.21% of the District's 2023 taxes were collected as of May 31, 2024.

Ms. Keeswood discussed the preliminary assessment values for 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.

#### AUTHORIZE DELINQUENT TAX ATTORNEY TO PROCEED WITH COLLECTION OF DELINQUENT TAXES

The Board considered authorizing the delinquent tax attorney to begin collection of the District's 2023 delinquent taxes as of July 1, 2024. Following review and discussion, Director Hronas moved to authorize the delinquent tax attorney to begin collection of delinquent taxes as of July 1, 2024. Director Dean seconded the motion, which passed unanimously.

#### REPORT REGARDING DEVELOPMENT

There was no discussion on this agenda item.

#### 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.

The Board discussed damaged residential fences on District property and the impact on maintenance of District property. The Board concurred to discuss the matter further at the next Board meeting.

#### PARK AND RECREATIONAL FACILITY MATTERS

There was no discussion on this agenda item.

#### UPDATE ON PRECINCT 4 CALL FOR PROJECTS

The Board inquired about the projected timeline for Precinct 4 Call for Projects.

## 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.

The Board discussed the maintenance of property surrounding the storm water quality feature located at Ricewood Village, Section 1. The Board requested for van Sant to conduct a site visit and provide follow up at the next Board meeting.

Ms. Sears presented a proposal from SWS for the clean out of the storm water quality feature located at Meadow Wood in the amount of \$2,982.00.

Following review and discussion, Director Hronas moved to: (1) approve the stormwater quality maintenance report; and (2) approve proposal from SWS for the clean out of the storm water quality feature located at Meadow Wood in the amount of \$2,982.00. Director Medrano seconded the motion, which passed unanimously.

## ENGINEERING MATTERS

There was no discussion on this agenda item.

## 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 discussed well production at water well no. 1 and stated H2O will be monitoring production levels each month to determine potential next steps to address well production concerns.

Ms. Hoffman and Mr. Morin discussed the generator located at water well no. 1 and the potential installation of a soft starter for the generator. Discussion ensued. The Board concurred to authorize J.P. Morin to install a soft starter for the generator located at water well no. 1 in an amount not to exceed \$20,000.00.

Mr. Hoffman reported that water accountability for the month is 90.21%.

Mr. Hoffman review a memo prepared by H2O discussing repairs to District facilities as a result of the recent weather event, Derecho, a copy of which is attached.

The Board discussed potentially adopting a leak adjustment policy for the District. The Board requested for H2O to bring sample leak adjustment policies for the Board to review at the next Board meeting.

Mr. Hoffman discussed lead and copper sampling of District pipes as required by the Environmental Protection Agency ("EPA").

Mr. Hoffman updated the Board on the polyfluoroalkyl substances ("PFAS") sampling of drinking water pursuant to the fifth Unregulated Contaminant Monitoring Rule ("UCMR 5") and stated a second round of sampling will be conducted in September.

Mr. Hoffman discussed the EPA's and Texas Commission on Environmental Quality's ("TCEQ") revisions to their Lead and Copper Rules and the requirement for the District to prepare an inventory of service line material for homes built prior to 1989 by October 16, 2024.

Mr. Hoffman discussed cybersecurity measures taken at District facilities. Mr. Hoffman then discussed conducting a penetration test to assess current cybersecurity measures being taken at District facilities.

Mr. Hoffman reviewed tap fees associated with upcoming retail projects in the District.

Following review and discussion, Director Hronas moved to: (1) approve the operator's report; and (2) authorize J.P. Morin to install a soft starter for the generator located at water well no. 1 in an amount not to exceed \$20,000.00. 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 Medrano seconded the motion, which passed unanimously.

#### WHCRWA MATTERS

The Board inquired about the fence located at Medrano Trail.

#### OPEN MEETINGS ACT AND PUBLIC INFORMATION ACT TRAINING REQUIREMENTS

The Board reviewed a memorandum regarding the Texas Open Meetings Act and Public Information Act training requirements for Directors.

#### MINUTES

The Board considered approving the minutes of the May 15, 2024, regular meeting.

Following review and discussion, Director Hronas moved to approve the minutes of the May 15, 2024, regular meeting. 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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