

MINUTES
HARRIS COUNTY MUNICIPAL UTILITY DISTRICT NO. 167

January 15, 2025

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 15th day of January, 2025, 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, Morris Harmon and Wes Alvey of H2O Consulting, Inc. ("H2O"); Madeline James of Assessments of the Southwest, Inc. ("ASW"); Robert Wempe of Pape-Dawson Engineers, Inc. ("Pape-Dawson"); Jennifer Abad of Municipal Accounts & Consulting, L.P. ("MAC"); Karen Sears of Storm Water Solutions, LLC ("SWS"); Brandon West of Touchstone District Services ("Touchstone"); 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

The Board discussed an accident that occurred at the law enforcement building, resulting in damage to District property. The Board requested for ABHR to file a claim against the driver for damages to the fence located at the law enforcement building. Discussion ensued regarding repairs for the damaged fence located at the law enforcement building. Following review and discussion, Director Buentello moved to authorize J.P. Morin to repair the damaged fence located at the law enforcement building in an amount not to exceed \$3,000.00. Director Dean seconded the motion, which passed unanimously.

Sergeant Mikel reported on security services in the District.

SECURITY MONITORING MATTERS

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

GARBAGE COLLECTION AND RECYCLING MATTERS

There was no discussion on this agenda item.

REPORT ON GRAFFITI REMOVAL

The Board reviewed a report on graffiti removal in the District prepared by Kingwood Pressure Washing, a copy of which is attached. Discussion ensued regarding property ownership of graffiti removal sites.

DISTRICT WEBSITE MATTERS

Mr. West reviewed a communications and website analytics report prepared by Touchstone, a copy of which is attached. Mr. West discussed recent and future articles for posting on the District website.

Mr. West discussed next steps in regard to sharing information with residents about the upcoming District bond authorization election. Discussion ensued regarding scheduling a special meeting to further discuss the upcoming District bond authorization election. The Board concurred to schedule a special meeting on January 29 to discuss the upcoming District bond authorization election.

The Board discussed communications with residents regarding the upcoming weather. The Board requested for Touchstone to send a text alert to residents regarding preventative actions to take in anticipation of the freezing temperatures.

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 inquired about current water and sewer rates, as outlined in the District's Rate Order.

The Board discussed the potential need to drill an additional water well for the District.

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.

The Board next considered accepting the Disclosure Statements from the District's bookkeeper and Investment Officers for filing with the Texas Ethics Commission as required by the Public Funds Investment Act. Following review and discussion, Director Hronas moved to accept the Disclosure Statements from the District's bookkeeper and Investment Officers and to authorize filing with the Texas Ethics Commission. Director Dean seconded the motion, which passed by unanimous vote.

TAX ASSESSMENT AND COLLECTION MATTERS

Ms. James reviewed the monthly tax report, a copy of which is attached, reflecting that 14.58% of the District's 2024 taxes were collected as of December 31, 2024.

Ms. James reviewed the delinquent tax report prepared by Perdue, Brandon, Fielder, Collins, & Mott L.L.P., a copy of which is attached to the tax report.

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

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.

Mr. van Sant presented a proposal from van Sant in the amount of \$1,573.18 to install a drainage box and drainage piping at water well no. 1.

Following review and discussion, Director Hronas moved to approve the proposal from van Sant in the amount of \$1,573.18 to install a drainage box and drainage piping at water well no. 1. Director Dean seconded the motion, which passed unanimously.

PARK AND RECREATIONAL FACILITY MATTERS

There was no discussion on this agenda item.

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.

DISCUSS CAPITAL IMPROVEMENT PLAN ("CIP") AND PROPOSED BOND AUTHORIZATION ELECTION

Mr. Wimpe reviewed a proposed CIP for District projects over the next 10 years, a copy of which is attached. Discussion ensued regarding water well no. 1. The Board inquired about the need to drill an additional water well for the District.

The Board then discussed the proposed CIP in relation to District bond authorization elections.

ENGINEERING MATTERS

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

Mr. Wempe updated the Board on bond application no. 11 and stated the Texas Commission on Environmental Quality ("TCEQ") conducted the pre-inspection site visit on January 15.

Mr. Wempe stated the District's waste discharge permit expires this year and Pape-Dawson will begin the renewal application with the TCEQ for the District's waste discharge permit.

Mr. Wempe updated the Board on traffic signal installations and replacements in the District.

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 the semi-annual well test conducted on water well no. 1 and water well no. 2.

Mr. Hoffman discussed booster pump testing conducted at water plant no. 2. Mr. Hoffman stated pump nos. 1, 2 and 4 at water plant no. 2 were tested and found to be in good condition. Mr. Hoffman stated pump no. 3 at water plant no. 2 will be tested this week.

Mr. Hoffman reported that water accountability for the month is 91.41%. Mr. Hoffman updated the Board on the leak that was detected on the air release valve located south of Greenhouse Road.

The Board inquired about fire hydrant lubrication and inspections. The Board requested for H2O to provide an update with specific numbers related to the fire hydrant lubrication and inspections.

Mr. Hoffman updated the Board on the manhole and driveway repairs at 19419 Grand Colony Court.

Mr. Hoffman discussed preventative measures H2O is taking for District facilities in anticipation of the freezing temperatures.

Mr. Hoffman discussed the District's participation in Association of Water Board Directors ("AWBD") Water Smart Program. Mr. Hoffman then discussed the District's water accountability rates in connection with the Water Smart Program. Mr. Hoffman stated H2O will review current water accountability rates to see if the District will qualify to participate in the AWBD Water Smart Program.

Following review and discussion, Director Hronas moved to approve the operator's report. 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 taxpayers on the list were neither present at the meeting nor had presented any written statement on the matter, water and sewer service for said accounts would be terminated on January 28, 2025, in accordance with the District's Rate Order. Director Dean seconded the motion, which carried unanimously.

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

There was no discussion on this agenda item.

ANNUAL REPORT REGARDING POST-ISSUANCE COMPLIANCE

Mr. Bapat reported on the District's compliance activities during the prior calendar year related to bond financings. He stated that no corrective action is required at this time.

ADOPT RESOLUTION ADOPTING COVERED APPLICATIONS POLICY

Mr. Bapat discussed legislation enacted by the Texas Legislature that requires all governmental entities to adopt a policy prohibiting the use of certain social media applications and services on government-owned or -leased devices. He stated that a model policy was developed by the Texas Departments of Public Safety and Information Resources for use by governmental entities. Mr. Bapat reviewed the proposed Covered Applications Policy with the Board. Following review and discussion, Director Hronas moved to adopt a Resolution Adopting Covered Applications Policy and direct that the Resolution be filed appropriately and retained in the District's official records. Director Dean seconded the motion, which passed unanimously.

MINUTES

The Board considered approving the minutes of the December 10, 2024, special meeting and December 18, 2024, regular meeting. Following review and discussion, Director Hronas moved to approve the minutes of the December 10, 2024, special meeting and December 18, 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

LIST OF ATTACHMENTS

	Minutes
	<u>Page</u>
Report on security monitoring	2
Report on graffiti removal	2
Communications and website analytics report.....	2
Bookkeeper’s report	2
Tax assessor’s report	3
Report on maintenance of the landscaping and park facilities.....	3
Stormwater quality maintenance report.....	3
Proposed CIP for District projects over the next 10 years	4
Operations report	4