

MINUTES  
HARRIS COUNTY MUNICIPAL UTILITY DISTRICT NO. 391

June 9, 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 9th day of June, 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 Paul Jacobs, Tory Johnson, and Sonia Desouza, residents of the District; Lieutenant Rodriguez and Sergeant Pleytez of Harris County Constable's Office; Jeff Vogler and Andres Aranzales of Vogler and Spencer Engineering; Christie Leighton of Best Trash; David Beyer of Storm Water Solutions, LLC ("SWS"); 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, Elizabeth Cone, and Kerri Houck of Allen Boone Humphries Robinson LLP ("ABHR").

PUBLIC COMMENTS

The Board opened the meeting for public comments. There being no 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 May 12, 2025, regular meeting. After review and discussion, Director Shook moved to approve the minutes, as presented. Director Blackwell seconded the motion, which passed unanimously.

## SECURITY MATTERS

Lieutenant Rodriguez and Sergeant Pleytez discussed security matters in the District.

## PARTNERSHIP WITH CYPRESS HILL MUNICIPAL UTILITY DISTRICT NO. 1

The Board reviewed additional correspondence from Cypress Hill Municipal Utility District No. 1 ("Cy-Hill MUD 1") discussing a new constable building in Cypress. Mr. Pagan stated that Cy-Hill MUD 1 is requesting support and a \$50,000.00 contribution to the construction of the new constable building. Mr. Vogler discussed the design and functionality of the proposed constable building and reviewed preliminary plans with the Board. Following review and discussion, the Board concurred to discuss this further at a future meeting.

## REVIEW ARBITRAGE REPORT FOR THE SERIES 2015 REFUNDING BONDS

Mr. Pagan reviewed an Arbitrage Rebate Report for the District's Series 2015 Refunding Bonds. He noted that the Report reflects no payments are due to the Internal Revenue Service and no action was needed by the Board.

## 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. Following review and discussion, Director Porter moved to approve the bookkeeper's report and payment of the District's bills. Director Force 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.

Ms. Arellano reviewed a resident request to waive the penalties and interest on their delinquent tax bill for 2024. She noted that the requested amount to be waived is \$240.04 in penalties and interest.

Following review and discussion, Director Porter moved to (1) approve the tax assessor/collector's report and payment of the bills from the tax account; and (2) approve the resident's request and authorize BLI to waive their penalties and interest in the amount of \$240.04. Director Blackwell seconded the motion, which passed unanimously.

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

The Board considered authorizing Perdue, Brandon, Fielder, Collins & Mott, LLP to proceed with the collection of 2024 taxes that are delinquent on July 1, 2025. Following review and discussion, Director Porter moved to authorize Perdue, Brandon, Fielder, Collins & Mott, LLP to proceed with the delinquent tax collection when appropriate. Director Blackwell 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 discussed the Capital Improvements Plan for 2025. Following discussion and based upon the engineer's recommendation, Director Force moved to approve the engineering report. Director Shook 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 reviewed correspondence from a resident of the District regarding park signs at the lakes. Mr. Beyer then reviewed a maintenance report, a copy of which is attached.

### MASTER PARK PLAN AND 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 and discussion ensued regarding conducting a traffic study.

Ms. Lee then updated the Board on the installation of park site furniture for the lakes and recommended approval of Pay Estimate No. 1 in the amount of \$8,442.00 payable to Stone Castle.

Following review and discussion and based on the landscape architect's recommendation, Director Shook moved to (1) approve the KGA report; and (2) approve Pay Estimate No. 1 in the amount of 8,442.00 for the installation of park site furniture. Director Blackwell seconded the motion, which passed unanimously.

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

Mr. Davila reviewed the operator's report for May 2025, a copy of which is attached.

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 Blackwell moved (1) to approve the operator's report; and (2) 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 Shook seconded the motion, which passed unanimously.

#### AMEND RATE ORDER

The Board considered amending the Rate Order. Mr. Davila reviewed recommended updates with the Board. Following review and discussion, the Board concurred to defer action on this item until the next meeting.

#### GARBAGE COLLECTION MATTERS

Ms. Leighton reviewed a letter from Best Trash providing notice of the annual Consumer Price Index ("CPI") adjustment to the District's rate for garbage collection services, a copy of which is attached. She noted the letter reflects a CPI adjustment of 5.2%, resulting in an increase in the monthly fee for curbside service with recycling from \$23.40 to \$24.62 per residence, effective for the billing cycle beginning in June 2025 and continuing through May 2026.

## 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 July 14, 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.



  
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Secretary, Board of Directors

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