

MINUTES
HARRIS COUNTY MUNICIPAL UTILITY DISTRICT NO. 391

October 20, 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 videoconference, open to the public, on the 20th day of October, 2025, at 19100 Louetta Road, Cypress, Texas, inside 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 were Petya Dodova, Jeff Hackworth, and Nisha Bhatia, residents of the District attending by videoconference; Judy Cooper, Rick Bhakir, Paul Jacob, Carol Gibbons, Heather Munoz, Alan Soventhal, Sonia DeSouza, Esmond DeSouza, Tracy Stewart, Henry Munoz, and Juan Mendoza, residents of the District; Captain Rodriguez and Sergeant Pleytez of Harris County Constable’s Office; David Beyer of Storm Water Solutions, LLC (“SWS”); Austin Ficken of Masterson Advisors; Simon VanDyk, Calep Estes, and Danae Dehoyos of Touchstone District Services; Bob Devillier of R.G. Miller Engineers, Inc. (“RG Miller”); Cole Caraway of LJA Engineering (“LJA”); 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 Kathryn Mercado of Allen Boone Humphries Robinson LLP (“ABHR”).

PUBLIC COMMENTS

The Board opened the meeting for public comments.

Mr. Bhakir requested information regarding the proposed tax rate. Mr. Pagan noted that the District will hold a public hearing at today’s meeting. Mr. Bhakir discussed concerns regarding the new development adjacent to the District, also known as Harris County Municipal Utility District No. 592 (“HCMUD No. 592”).

Mr. Jacob discussed his concerns regarding the development of HCMUD No. 592.

Ms. Gibbons requested information regarding repairs to the ground storage tanks. It was noted that this will be discussed during the engineering report.

Mr. Mendoza requested information regarding the proposed tax rate.

Mr. Hackworth requested information regarding the date the District published public notice of the golf course development.

MINUTES

The Board considered approving the minutes of the September 8, 2025, regular meeting. After review and discussion, Director Shook moved to approve the regular meeting minutes, as presented. Director Porter seconded the motion, which passed unanimously.

RENEWAL OF DISTRICT INSURANCE

Mr. Pagan stated that this item will be deferred until the annual proposal is received.

SECURITY MATTERS

Captain Rodriguez and Sergeant Pleytez discussed security matters in the District, and discussion ensued. Director Broom requested that LJA coordinate with Harris County regarding the timing of the traffic lights along Mueschke Road and Louetta Road.

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 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 Blackwell seconded the motion, which passed unanimously.

2025 TAX RATE

The Board opened the public hearing.

Mr. Bhakir requested information regarding the Notice of Publication for the proposed 2025 tax rate.

Mr. Soventhal requested information regarding the proposed 2025 tax rate.

There being no further comments from the public, the Board closed the public hearing.

Ms. Arellano stated that notice was published of the public hearing to be held at today's meeting regarding adoption of the District's proposed 2025 total tax rate of \$0.765.

Mr. Pagan addressed resident comments regarding the process for consideration of the proposed 2025 tax rate of \$0.765.

Mr. Ficken reviewed an updated debt service tax rate analysis, a copy of which is attached.

Board members discussed the tax rate for 2025.

Mr. Pagan presented an Order Levying Taxes reflecting the proposed 2025 tax rate. He then presented an Amendment to Information Form reflecting the tax rate and stated that the Amendment will be filed with the Texas Commission on Environmental Quality and recorded in the Official Public Records of Harris County.

After review and discussion, Director Broom moved to (1) adopt the Order Levying Taxes reflecting a total 2025 tax rate of \$0.755 per \$100 of assessed valuation, comprised of \$0.440 to pay debt service on water, sewer, and drainage bonds, and \$0.315 for operations and maintenance; (2) authorize execution of the Amendment to Information Form; and (3) direct that the Order and Amendment be filed appropriately and retained in the District's official records. Director Blackwell seconded the motion, which passed unanimously.

DISCUSS COST SHARING AGREEMENT WITH HOMEOWNERS 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. Discussion ensued regarding potential costs associated with the proposed agreement, and the Board concurred to gather more information and postpone further discussion until the November meeting.

NEW DEVELOPMENT ADJACENT TO DISTRICT

Director Broom requested contact information from MAK Development, the developer of HCMUD No. 592. She stated that a timeline regarding construction of the

development within HCMUD No. 592 would be beneficial to District residents. Discussion ensued. Director Broom requested information regarding HCMUD No. 592's contribution toward Capital Improvement Projects ("CIP") of the District that are to the benefit of HCMUD 592.

ENGINEERING MATTERS

Mr. Devillier reported on engineering projects within the District. A copy of the RG Miller engineering report is attached.

Mr. Devillier updated the Board on the water plant no. 1 recoating and appurtenances. He reviewed a proposal in the amount of \$24,500.00, submitted by Preventative Services LP, ("Preventative"), to evaluate the interior and exterior of ground storage tank nos. 1 and 2. A copy of the proposal is attached to RG Miller's engineering report. Mr. Devillier reviewed a proposal in the amount of \$1,360.00, submitted by The Murillo Company ("Murillo"), for the welding inspection of ground storage tank no. 2. A copy of the proposal is attached to the RG Miller's engineering report. Mr. Devillier then recommended approval of Pay Estimate No. 3 in the amount of \$93,600.00, payable to Pardalis Industrial Enterprises, Inc. ("Pardalis").

Mr. Devillier stated that final set of plans were received from the North Harris County Regional Water Authority. He reported that trenchless technology was incorporated to save trees within the District, and that further comments will be sent to LJA.

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

Mr. Caraway reviewed a proposal in the amount of \$38,900.00, plus a monthly maintenance fee of \$300.00, submitted by LJA, for services associated with the GIS website conversion. A copy of the proposal is attached to the LJA engineering report. Director Bloom requested that a tracking system be added to the GIS system.

Mr. Caraway reviewed a proposal in the amount of \$28,000.00, submitted by LJA, for engineering services related to water plant no. 1 recoating. A copy of the proposal is attached to the LJA engineering report. Following discussion, the Board concurred to allow RG Miller to complete the project.

Mr. Caraway reviewed a proposal in the amount of \$15,800.00, submitted by C&C Water Services LLC ("C&C"), for water well televising at water plant no. 2. A copy of the proposal is attached to the LJA engineering report.

Following review and discussion, Director Broom moved to (1) approve the RG Miller and LJA engineering reports; (2) approve the proposal in the amount of \$24,500.00,

submitted by Preventative, to test the interior and exterior coating of ground storage tank nos. 1 and 2; (3) approve the proposal in the amount of \$1,360.00, submitted by Murillo, for the welding inspection of ground storage tank no. 2; (4) approve Pay Estimate No. 3 in the amount of \$93,600.00, payable to Pardalis; (5) approve the proposal in the amount of \$38,900.00, plus a monthly maintenance fee of \$300.00, submitted by LJA, for services associated with the GIS website conversion; and (6) approve the proposal in the amount of \$15,800.00, submitted by C&C, for water well testing at water plant no. 2. Director Blackwell seconded the motion, which passed unanimously. The Board did not take action on the proposal in the amount of \$28,000.00, submitted by LJA, for engineering services related to water plant no. 1 recoating.

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

Mr. Beyer reviewed a maintenance report, a copy of which is attached.

MASTER PARK PLAN AND FUTURE PARK DEVELOPMENT

Director Porter updated the Board on the solar lights, stating that EnGoPlanet is replacing the solar shades at their cost.

Discussion ensued regarding resident landscaping concerns. Following discussion, the Board requested that Earthcare Management attend the November meeting.

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

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

Mr. Davila reviewed a proposal in the amount of \$75,612.50, submitted by Torogoz General Contracting LLC ("Torogoz") and Inframark, to replace the perimeter fence, regrade the drainage and swell onsite, and replace the dump valve erosion at Water Plant No. 2. A copy of the proposal is attached to the operator's report.

Mr. Davila reviewed a proposal in the amount of \$71,185.00, submitted by GenSolutions LLC ("GenSolutions") and Inframark, to purchase a 60kw portable generator. A copy of the proposal is attached to the operator's report.

Mr. Davila reviewed a proposal in the amount of \$8,453.00, submitted by Ski-Bo's General Services LLC ("Ski-Bo's") and Inframark, to install an awning, driveway, and

security tie-down for the portable generator. A copy of the proposal is attached to the operator's report.

Mr. Davila requested Board authorization to write off three accounts totaling \$25.43 and to send twenty-five uncollectible accounts totaling \$5,626.09 to a collection agency.

Mr. Davila discussed the recent billing conversion, and discussion ensued regarding user issues.

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 provide an explanation as to why their 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 in the amount of \$75,612.50, submitted by Torogoz and Inframark; (3) approve the proposal in the amount of \$71,185.00, submitted by GenSolutions and Inframark; (4) approve the proposal in the amount of \$8,453.00, submitted by Ski-Bo's and Inframark; (5) authorize the operator to write off three accounts totaling \$25.43 and to send twenty-five uncollectible accounts totaling \$5,626.09 to a collection agency; and (6) to terminate utility service in accordance with procedures set forth in the Rate Order, given that the customers on the list were neither present at the meeting nor had they presented any statement on the matter. Director Blackwell seconded the motion, which passed unanimously.

REVIEW SMART METER PROPOSALS

There was no discussion on this agenda item.

GARBAGE COLLECTION MATTERS

There was no discussion on this agenda item.

WEBSITE MATTERS AND COMMUNITY OUTREACH

Ms. Dehoyos reviewed the monthly communications report, a copy of which is attached.

Mr. VanDyk noted that the most recent financial audit can be found under the 'Documents' tab on the District website.

UPDATE FROM BOARD COMMITTEES

The Board discussed updates from each committee.

Director Broom requested that an agenda item be added to the District calendar to discuss National Night Out during the months of July and August.

ASSOCIATION OF WATER BOARD DIRECTORS ("AWBD") MATTERS

Mr. Pagan reported that AWBD is requesting each member district to appoint a Director voting representative to cast a vote for certain AWBD bylaw questions and updates. Following review and discussion, the Board concurred to appoint Director Shook as the District's voter representative for the AWBD bylaw amendment voting.

MEETING DATES AND FUTURE AGENDA ITEMS

The Board concurred to hold the next regular meeting on November 10, 2025, at ABHR.

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



Secretary, Board of Directors



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