

**MINUTES OF REGULAR MEETING  
HARRIS COUNTY MUNICIPAL UTILITY DISTRICT NO. 191  
MARCH 25, 2009**

**STATE OF TEXAS**       §  
                                  §  
**COUNTY OF HARRIS**   §

The Board of Directors of Harris County Municipal Utility District No. 191 of Harris County, Texas, met in regular session, open to the public, beginning at 7:00 P.M., at the Champions MPC Clubhouse, 13719 Champions Centre Drive Houston, Texas 77069, on the 25<sup>th</sup> day of March, 2009, and the roll was called of the duly constituted officers and members of the Board, to-wit:

Edward A. Monto	President
Robert Price	Vice President
Errol Wirasinghe	Secretary
Vaughan G. Miller	Treasurer
Ernest F. Gigliotti	Assistant Secretary

and all of said directors were present excepting Director Gigliotti, thus constituting a quorum.

Persons also present included Sergeant Richard Hill and Deputy Combest of Harris County Precinct 4; Lehnda Buisson and Daniel Anders, residents of the District; Gus Gustafson of SWWC; Bradley Jenkins and Jason Ozuna of Jones & Carter; Patty Rodriguez of Bob Leared Interests; Claudia Redden of Claudia Redden & Associates, LLC.; Cindy Nichols of Michael A. Cole, P.C.; and James L. Dougherty, Jr.

President Monto expressed the Board's appreciation to Director Price for acquiring the clubhouse furnishings for District meetings and for Lehnda Buisson's assistance with this task. It was noted that the cost of the furnishings was a little less than \$1,500.00. President Monto also expressed the Board's appreciation to Cindy Nichols for setting up the tables and chairs for the meeting, as well as acquiring paper goods and drinks from Sam's Club and arranging for the delivery of Chick-Fil-A for tonight's meeting.

**FM 1960 OVERPASS PROJECT**

President Monto reported that he and Director Wirasinghe and Jim Dougherty and Bob Maxwell of Jones & Carter had attended the Houston Northwest Chamber of Commerce meeting recently concerning the proposed overpass project on F.M. 1960. Mr. Dougherty presented and shared with the Board a PowerPoint presentation that he had prepared and presented at that meeting. Mr. Dougherty discussed the different construction alternatives and how they might impact the District. It was noted that TexDOT had stated that the project would not improve traffic problems much, if at all, in the area, but instead that the primary objective of the project is to eliminate a grade crossing. At the conclusion of the presentation and a discussion, Directors expressed an interest in joining the Houston Northwest Chamber of Commerce. Director Miller moved that the Board join the Houston Northwest Chamber of Commerce provided that Mr. Dougherty does some research and

finds that it is not prohibited for the District to join. The motion was seconded by Director Wirasinghe and carried by unanimous vote.

### **CONSTABLE MATTERS**

Sergeant Hill reported that there had been one burglary in the District for the month and it is similar in nature to the other recent burglaries in the District.

### **GREEN MEDIANS PROJECT**

Director Price updated the Board on the Green Medians project and changes made to the proposed Joint Powers Agreement. He noted that Barbara Schlattman plans to attend the next Board meeting to update the Board on progress being made. Director Price reported that he had received about 5 phone calls from District residents expressing support for the Green Medians project. Discussion was had and Director Price expressed his willingness to participate in the Green Medians project if the medians are to be grass only, with no trees or seasonal color. At the conclusion of discussion, Director Miller moved that the District decline to participate in the Green Medians project because of possible adverse affects from the FM 1960 overpass project and other factors and to have Mr. Dougherty prepare a letter to Green Medians to this effect. The motion was seconded by Director Wirasinghe and carried with Directors Miller, Wirasinghe and Monto voting "Aye" and Director Price voting "Nay".

### **MINUTES**

The January 28, 2009 minutes were approved on the motion of Director Price, the second of Director Wirasinghe and the unanimous vote of the Board.

### **REGULAR REPORTS AND CONSENT AGENDA**

It was noted that the reports of the attorney, bookkeeper, tax assessor/collector, engineer and utility operator had been provided to Board members prior to the meeting and that Board members have reviewed such reports. Mr. Dougherty reported that the Cutten Road apartment owners had indicated that they will submit plans to the District for the irrigation well that was constructed. Bradley Jenkins stated that he would like to request a letter from the contractor or engineer for the project certifying that they observed the construction and that there are no cross-connections. Mr. Dougherty and Mr. Jenkins were directed to request such a letter, as well as to have either the engineer or utility operator do a field test on the irrigation well, and to have RG Miller pay for the cost of doing same. Mr. Dougherty next reported that in response to a letter he received from Nancy Calloway, he has contacted the District's insurance agent to inquire about showing the address of the clubhouse on the certificate of insurance and that he is awaiting a response. Lehnda Buisson confirmed that the clubhouse address is what the HOA would like to have added to the certificate of insurance. Board members requested the bookkeeper to prepare a check to the HOA for the rental fees through the end of the year and to have the rental fees paid at the beginning of each year for the full year. It was noted that any use for elections or other special events would be paid at the time of usage. In response to a discussion at the last Board meeting, Directors determined to continue to have disbursements made at Board meetings with 3 directors signing each check. With the exception

of the bookkeeper, consultants were asked to send out pdf copies of their reports and attachments and to only make one paper copy to have on hand for the Board meetings. Claudia Redden stated that she would continue to send out paper books to Directors, as well as a pdf copy to Director Wirasinghe and Michael Cole's office.

Director Miller moved that a contract be awarded to W.W. Payton Corp in the amount of \$199,000 for the chloramine conversion project, as recommended by the District's engineer, and to authorize the District's President and Secretary to execute the construction contract and bonds subject to the review and approval of the District's attorney. The motion was seconded by Director Price and carried by unanimous vote.

Mr. Jenkins reported that the City indicated it would approve the District taking over as operator for the Villas at Willowbrook development if the waterlines were brought up to public standards which would mean replacing the 2 inch waterlines with 4 inch waterlines. The Board reviewed a cost estimate of \$61,000 for 3 generator quick connects. At the conclusion of discussion on same, the Board determined to take no action on the matter. Board members requested the engineer to check on the Cutten Road apartments' monument sign to see if it had been moved out of the District's easement. In response to a query of the engineer as to whether the Board wanted his office to provide requested information to Harris County as discussed at the last Board meeting, the Board determined to not have such information provided. Director Miller moved that the engineer apply to register for the CenterPoint Critical Load List, which motion was seconded by Director Wirasinghe and carried by unanimous vote. The engineer estimated the cost associated with the application would be approximately \$800.00.

Director Miller moved that the reports of the attorney, bookkeeper, tax assessor/collector, engineer and utility operator be accepted, which motion was seconded by Director Price and carried by unanimous vote. The tax bills and bookkeeper's bills are hereto attached.

### **SERVICE TERMINATIONS**

President Monto opened a public hearing for any persons present to be heard to show cause why their water service should not be terminated for non-payment of their water bill. Mr. Gustafson reported that the hearing notice was given for each account on the list of proposed terminations. It was noted that no persons were present to be heard, and the public hearing was closed. Director Price then moved that: (i) the amount shown for each account on the list of service terminations is found to be correct, (ii) although notice of tonight's hearing was given to each person on the list, no one appeared, and (iii) water service is authorized be terminated to the accounts listed in accordance with the District's standard operating procedures, which motion was seconded by President Monto and carried by unanimous vote.

### **VILLAS AT WILLOWBROOK**

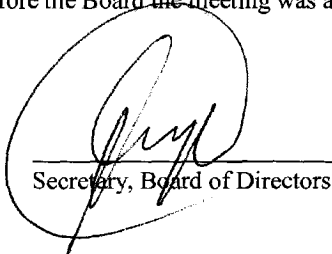
Some discussion was had concerning the District's alternatives to solving compliance issues with the Villas at Willowbrook development. It was determined to have notices sent to each resident and inviting them to a public hearing at the Board's next meeting.

**SURPLUS FUNDS APPLICATION**

Mr. Dougherty reported that Maria Parker has indicated that Tung Nguyen Giep and B&W Holdings want to be reimbursed pursuant to their current reimbursement agreements with the District. He stated that the District will need to submit a use of surplus funds application to the TCEQ in this connection. Director Wirasinghe moved that a use of surplus funds application be prepared and submitted to the TCEQ, and further that the District's auditor be asked to prepare a developer reimbursement audit, which motion was seconded by Director Miller and carried by unanimous vote.

There being no other business to come before the Board the meeting was adjourned.

(SEAL)



Secretary, Board of Directors

Attachments: General Fund Bills  
Investment Officer's Report  
Engineer's Report  
Utility Operator's Report

**COMMITMENTS FOR ACTION**  
**HARRIS COUNTY MUNICIPAL UTILITY DISTRICT NO. 191**  
**MEETING OF MARCH 25, 2009**

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1. **ATTORNEY** to research matter of District joining Houston Northwest Chamber of Commerce; prepare a letter to Green Medians to decline the District's participation; work with engineer to request a letter from the Cutten Road apartments contractor or engineer for the project certifying that they observed the construction and that there are no cross-connections, and to have either the engineer or utility operator do a field test on the irrigation well, and to have RG Miller pay for the cost of doing same; review W.W. Payton contract before President and Secretary's execution; work with utility operator to have notices sent to each resident of the Villas at Willowbrook and inviting them to a public hearing at the Board's next meeting; and prepare and submit a use of surplus funds application to the TCEQ and request the District's auditor to prepare a developer reimbursement audit.
2. **CONSULTANTS EXCEPTING BOOKKEEPER** to send out pdf copies of their reports and attachments and to only make one paper copy to have on hand for the Board meetings.
3. **ENGINEER** to work with attorney to request a letter from the Cutten Road apartments contractor or engineer for the project certifying that they observed the construction and that there are no cross-connections, and to have either the engineer or utility operator do a field test on the irrigation well, and to have RG Miller pay for the cost of doing same; check on Cutten Road apartments sign monument to see if it has been moved out of the District's easement; and apply to register for CenterPoint Critical Load List.
4. **UTILITY OPERATOR** to work with attorney to have notices of proposed service termination sent to each resident of the Villas at Willowbrook and inviting them to a public hearing at the Board's next meeting.

**James L. Dougherty, Jr.**

Attorney At Law

12 Greenway Plaza, Suite 1100

Houston, Texas 77043

Phone 713-880-8808 FAX: 281-220-8984 EMAIL: jim@JLDJR.com

Wednesday, March 25, 2009

Honorable Members of the Board of Directors  
HARRIS COUNTY MUNICIPAL UTILITY DISTRICT NO. 191

Dear Board Members:

Please accept the following attorney's report for this month's meeting:

**1. TxDOT Overpass Project.** We worked with the engineers on the railroad bridge alternative. We prepared and presented slides at the HNWCO meeting on March 12. We have the slides available and will present them tonight, if time allows.

**2. Villas at Cutten Apartments.** The engineers and I have been in touch with the apartment representatives. At last report, they had agreed to submit plans of the irrigation system and well that was reported last month..

**3. HOA Clubhouse.** We have been in correspondence with Ms. Calloway about adding insurance coverage and a "hold harmless" agreement. We understand that Ms. Buisson may attend the meeting tonight to explain in further detail.

**4. Signing Checks.** State law generally requires three director signatures. Here are the exceptions: (1) The board may by resolution allow the general manager, treasurer, bookkeeper, or other employee of the district to sign disbursements. (2) The board may allow disbursements of district money to be transferred by federal reserve wire system. The board by resolution may allow the wire transfers to accounts in the name of the district or accounts not in the name of the district.

Please let me know if I can assist further. I thank the Board for the opportunity to serve.

/s/ James L. Dougherty, Jr.

Harris County Municipal Utility District No. 191

**SURPLUS FUNDS APPLICATION**

Developer (name and address)	Tract	Amount Advanced for Central Facilities \$	"Cap" on reimbursement for Local Facilities \$	TOTALS*
<b>B&amp;W Holdings, Ltd.</b>	<b>Dotson Road</b>	N/A	60,639 + IC + FC	<b>\$60,639</b>
<b>AML Residential Properties, L.P. 2740 N. Dallas Pkwy Dallas, TX 75093 ASSIGNED TO CUTTEN PARTNERS</b>	13.794 ac., Cutten Road	190,980.00, (less 30.93%)		<b>\$131,910</b>
<b>Hammett Investments, L.P. c/o Hammett Construction Ltd. 3020 Rogerdale Houston, TX 77042</b>	6.4284 ac., SH 249	112,500.00 (less 30.93%)		<b>\$77,704</b>
<b>Highland Timbers, Ltd. c/o 1001 Fannin, Suite 4700 Houston, TX 77002 ASSIGNED TO WOODWILL</b>	8.5858 ac., Hargrave Rd.	35,851.50 (less 30.93%)		<b>\$26,834</b>
<b>SH 249 Schroeder 3.9, Ltd. 7904 N. Sam Houston Pkwy. W., 4<sup>th</sup> Flr. Houston, TX 77064 ASSIGNED TWICE?</b>	3.954 ac., Schroeder Rd.	54,000.00 (less 30.93%)		<b>\$37,298</b>
<b>Sansai, Ltd. 38 Lake Sterling Gate Dr. Spring, TX 77379</b>	1.771 ac., Dotson Rd.	9,900.00 (less 30.93%)		<b>\$6,838</b>
<b>WCP Cutten Road Venture, L.P. c/o Wexford Capital Partners 21175 Tomball Pkwy. No. 313 Houston, TX 77070 IN PROCESS OF ASSIGNMENT?</b>	4.5930 ac., Cutten Rd.	18,900.00 (less 30.93%)		<b>\$13,054</b>

\*Plus interest carry (max. two years) and feasibility cost, to the extent provided by contract.

HARRIS COUNTY M.U.D. #191

Disbursements for month of March, 2009

Check #	Payee	Description	Amount
1477	Michael A. Cole, P.C.	Atty's Fees, Delq. collection	\$ 27.46
1478	HCAD	CAD Quarterly Assessment	1,779.00
1479	Charlie D & Mary E Wall Jr	Refund - due to adjustments	335.00
1480	Bataviaya Matson	Refund - due to adjustments	97.04
1481	Ericka R Johnson	Refund - due to adjustments	115.21
1482	Robert P & JD Bolenbaucher	Refund - due to overpayments	5.88
1483	Debt Service Fund	Transfer to Debt Service Fund	25,000.00
1484	General Fund	Transfer to General Fund	7,509.40
1485	Bob Leared	Tax Assessor/Collector Fee	1,163.93
TOTAL DISBURSEMENTS			\$ 36,032.92
Remaining Cash Balance			\$ <u>118,211.85</u>

BANK OF TEXAS, N.A.

HARRIS COUNTY M.U.D. NO. 191

**OPERATING ACCOUNT**

COMPASS BANK - 50302

BALANCE FROM LAST REPORT		\$	85,845.05
ADDED: DEPOSITS			63,059.80
			0.00
			0.00
			<u>63,059.80</u>
ADDED: OTHER DEPOSITS			0.00
			<u>0.00</u>
ADDED WIRE TRANSFER	FROM TEXPOOL		0.00
ADDED: INTEREST EARNED ON ACCOUNT			23.55
ADDED: SALES TAX REVENUES	WARRANT 202354225, DTD. 03/09/2009M DECEMBER 2008		80,154.39
			<u>0.00</u>
			80,154.39
LESS: WIRE TRANSFER	TO TEXPOOL		(90,000.00)
LESS: MONTHLY BANK SERVICE CHARGES	SERVICE CHARGES, ACH CHARGES & PRINTING OF DEPOSIT SLIPS		(76.84)
LESS: CHECKS PREVIOUSLY APPROVED			
5775 COUNTRY LINE	02/26/2009 MEETING EXPENSES		(252.54)
5798 RELIANT ENERGY SOLUTIONS	UTILITIES		0.00
5799 CY-CHAMP PUD	09/30/2008 & 12/31/2008 PARK EXPENSES		(29,638.88)
5800 M. E. K CONSTRUCTION, LTD.	MESSAGE BOARD & HANDRAILS		(5,775.00)
5801 VOIDED CHECK	VOIDED CHECK		<u>0.00</u>
	TOTAL PREVIOUSLY APPROVED		(35,666.42)
LESS: CHECKS FOR APPROVAL			
5802 NEWMAN, FLO-REALTOR	ACCT: 1-110-4, 7010 CENTRE OAKS DR.		(61.64)
5803 SANTOS, AGOSTINO	ACCT: 3-230-2, 7102 CHERRY HILLS RD.		(34.72)
5804 PRECISION REALTY & MGMT	ACCT: 7-1510-1, 8022 HIGH HOLLOW LANE		(71.66)
5805 AT&T	TELEPHONE SERVICE		(149.01)
5806 APPLE COURIER	TICKET NO. 030119, DTD. 02/2/2009, 8 BOXES FROM MARK ROTH		(37.50)
5807 WASTE MANAGEMENT	ACCT NO.110-0156574-0011-3, MARCH 2009 SERVICE		(20.78)
5808 JONES & CARTER, INC.	INV. 0151811, PROJ 05340-016-00, DTD. 03/12/2009, WP CHLORAMINE CONVERSION		(8,621.80)
5809 REYNOLDS INLINER, LLC	ESTIMATE #1, CHAMPIONS CENTRE SWR AND PAVEMENT REPAIR		(26,270.00)
5810 HARRIS COUNTY TREASURER	MAY 2009		(13,670.00)
5811 MICHAEL A. COLE, P. C.	LEGAL SERVICE THROUGH 03/23/2009		(6,320.82)
5812 DESIGN 3 GRAPHICS	INV. 256, DD. 02/23/206, HANDICAP SIGN & DISPLAY CASE		(741.28)
5813 THE TEXAS NETWORK	INV. 112206, DTD. 03/01/2009, WEBSITE MAINTENANCE		(75.00)
5814 BENCO SYSTEMS, INCORPORATED	INV. 0028098-120018, DD. 03/01/2009, 03-01-2009-04/01/2006 MONITORING SERVICE		(30.00)
5815 COMPASS BANK (FORMERLY TSB)	76-0041754, 1ST QUARTER 2009, FEDERAL TAX DEPOSIT		(755.30)
5816 COMPASS BANK (FORMERLY TSB)	76-0041754, 1ST QUARTER 2009, FEDERAL TAX DEPOSIT		(182.88)
5817 CLAUDIA REDDEN & ASSOCIATES, INC.	BOOKKEEPING FEES & EXPENSES		(1,370.30)
5818 DXI INDUSTRIES	INV. 05501385-09, DTD. 02/07/2009, 2 CHLORINE, 1500 CYL, 7207 COCKRUM		(413.35)
5819 TERRA RENEWAL	INV. 2901129, DTD. 01/29/2009, SLUDGE REMOVAL		(937.50)
5820 TERRA RENEWAL	INV. 2902038, DTD. 02/12/2009, SLUDGE REMOVAL		(5,990.40)
5821 SEABACK MAINTENANCE INC.	INV. 20802064, DTD.02/28/2009, MOWING OF PLANTS		(401.47)
5822 SOUTHWEST ENVIRONMENTAL LABORATORIES	INV. 3531149, DTD. 02/17/2009, CENTRE OAKS SAMPLES		(120.00)

3/24/2009

76-0041754

HARRIS COUNTY M.U.D. NO. 191

5823	SOUTHWEST ENVIRONMENTAL LABORATORIES	INV. 3530809, DTD. 02/04/2009, STP SAMPLES	(914.00)
5824	SOUTHWEST ENVIRONMENTAL LABORATORIES	INV. 3530810, DTD. 02/04/2009, INDUSTRIAL SAMPLES	(1,456.00)
5825	SOUTHWEST WATER COMPANY	INV. 887-28304, DTD. 03/11/09, FEB 09 OPERATOR FEES	(16,218.70)
5826	EDWARD A. MONTO	03/24/2009 REG & 03/19/2009 TDOT	(3.05)
5827	ERNEST F GIGLIOTTI	REG 03/24/2009	(138.52)
5828	ERROL WIRASINGHE.	REG 03/24/2009 & 03/19/2009 TXDOT	(277.05)
5829	ROBERT J. PRICE	03/24/2009 REG	(138.52)
5830	VAUGHAN G MILLER	REG 03/19/2009	(138.52)
			<u>(85,559.37)</u>

ENDING BALANCE IN DEMAND ACCOUNT

\$ 17,780.18

TEXPOOL - 25628-1111-000

ENDING BALANCE FROM LAST CHECK LIST

ADDED: WIRE TRANSFER  
ADDED: WIRE TRANSFER  
ADDED: INTEREST EARNINGS ON ACCOUNT  
ADDED: WIRE TRANSFER  
LESS: WIRE TRANSFERS  
ENDING BALANCE IN TEXPOOL

78509:2562800011

\$ 1,619,164.25  
FROM TAX ACCOUNT 109,937.25  
FROM DEMAND ACCOUNT 90,000.00  
721.82  
RETURN TO CONSTRUCTION ACCOUNT (232,018.82)  
RETURN TO CONSTRUCTION ACCOUNT (29,688.05)  
\$ 1,558,116.45

TOTAL OPERATING FUNDS

\$ 1,575,896.61

**INVESTMENT REPORT**

02/26/2009-03/25/2009

**CURRENT INVESTMENTS**

TYPE OF INVESTMENT	MATURITY DATE	RATE FEBRUARY	BOOK VALUE	VALUE LAST REPORT	ADDED VALUE	MARKET VALUE
<b>OPERATING ACCOUNT</b>						
TEXPOOL 76509:2562800011	OPEN	0.6690%	\$ 1,558,116.45	\$ 1,619,164.25	\$ 721.82	\$ 1,558,116.45
TOTAL INVESTMENTS			\$ 1,558,116.45	\$ 1,619,164.25	\$ 721.82	\$ 1,558,116.45
<b>DEBT SERVICE FUND</b>						
TEXPOOL: 76509:2562800001	OPEN	0.6690%	\$ 444,811.84	\$ 259,660.18	\$ 151.66	\$ 444,811.84
TOTAL INVESTMENTS			\$ 444,811.84	\$ 259,660.18	\$ 151.66	\$ 444,811.84
<b>CAPITAL PROJECTS FUND</b>						
SERIES 1996: 76509:2562800003	OPEN	0.6690%	\$ 542,819.45	\$ 310,533.95	\$ 266.68	\$ 542,819.45
SERIES 1996 ESCROW: STERLING BANK	OPEN	5.0000%	\$ 104,063.76	\$ 104,035.83	\$ 27.93	\$ 104,063.76
SERIES 1998: 76509:2562800010	OPEN	0.6690%	\$ 309,400.31	\$ 279,596.04	\$ 156.22	\$ 309,400.31
TOTAL INVESTMENTS			\$ 956,283.52	\$ 694,125.82	\$ 450.83	\$ 956,283.52

**COLLATERAL PLEDGED**

STERLING BANK SEE ATTACHED SCHEDULE  
COMPASS BANK (FORMERLY TEXAS STATE SEE ATTACHED SCHEDULE

**INVESTMENT TRAINING**

CLAUDIA REDDEN - 4 HRS 06/2006, UNIVERSITY OF NORTH TEXAS & AWBID, GALVESTON, TX, PFIA TRAINING  
6 HRS 07/10/2007, TX RURAL WATERS ASSOC., GALVESTON, TX, PFIA TRAINING

**25-Mar-09 AUTHORIZATION STATEMENT**

OPERATING ACCOUNT INVEST ANY EXCESS FUNDS IN DEMAND ACCOUNT INTO TEXPOOL

CONSTRUCTION FUND INVEST ANY EXCESS FUNDS IN DEMAND ACCOUNT INTO TEXPOOL

DEBT SERVICE FUND INVEST ANY EXCESS FUNDS OR TAX TRANSFERS INTO TEXPOOL

THIS REPORT AND THE DISTRICTS INVESTMENT POLICY ARE SUBMITTED TO THE BOARD FOR ITS REVIEW AND TO MAKE ANY CHANGES THERETO AS DETERMINED BY THE BOARD TO BE NECESSARY AND PRUDENT FOR THE MANAGEMENT OF DISTRICTS FUNDS. THE INVESTMENTS ARE IN COMPLIANCE WITH THE INVESTMENT POLICY.  
INVESTMENT OFFICER'S SIGNATURE

(Claudia Redden was appointed investment officer on 09/15/1999)

March 23, 2009

Board of Directors  
Harris County Municipal Utility District No. 191  
c/o James L. Dougherty, Jr.  
Attorney at Law  
5177 Richmond, Suite 740  
Houston, Texas 77056-6709

Re: Engineering Report  
Board Meeting – March 25, 2009

Dear Directors:

We are pleased to present the following update and status of our work on your behalf:

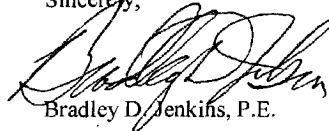
1. **Surface Water Tie-in and Chloramine Conversion** – We received bids on March 20, 2009 and plan to present a Recommendation of Award for the Board's approval at this month's meeting. The low bid was submitted to W.W. Payton Corp. in the amount of \$199,000.
2. **Review of Construction Plans for Proposed Developments** – We reviewed the Northwest Women's Center plans and sent the enclosed letter. We have not received a response. We approved the plumbing plans for the Vidora Office Villas. A copy of the approval letter is attached.
3. **Villas at Willowbrook** – We discussed the alternatives for the Villas at Willowbrook waterlines with the City of Houston, and they require the waterlines to meet their public standards. In order to bring the existing water distribution system up to public standards, the 2-inch (2") waterlines must be replaced with 4-inch (4") waterlines, see attached cost estimate. Waterline easements will need to be provided to encompass all waterlines not located within the public access easement.
4. **Cost Estimate for Lift Station Generator Quick Connects** – A cost estimate for the lift station generator quick connects will be presented at this month's meeting.
5. **Villas at Cutten Road Apartments** – We discussed the private water well that was not shown on the previously approved Villas at Cutten Road Apartment plans with Tx-Morrow Construction Inc. They have provided a copy of the overall irrigation layout and we requested information on the water well diameter, depth, capacity, and permit. We also informed Tx-Morrow Construction that the Board plans to discuss this issue at this month's Board meeting. We invited them to attend the meeting.
6. **Railroad Exhibit** – We prepared several exhibits showing the dimensions of a future railroad overpass and its impact on the surrounding business entry ways. We also attended a meeting with the representatives of TxDOT and will discuss the details at this month's meeting.
7. **Hurricane Ike Information For Harris County Public Infrastructure Department** – Harris County Public Infrastructure Department (HCPID) is preparing a complete listing of Hurricane Ike-related damages, needs, and infrastructures for all water districts in Harris County. Enclosed is a copy of the list of requested information. We request the Board's approval to provide the required information.

Board of Directors  
HCMUD 191  
Page 2  
March 23, 2009

8. **CENTERPOINT CRITICAL LOAD LIST** - CenterPoint currently has an application that registers the priority of response time for restoration of power. If the Board chooses to apply for the CenterPoint Critical Load List, the cost associated with gathering the required information, filling out the application and confirming submission is estimated to be approximately \$800.

Should you have any questions, or need any additional information please call.

Sincerely,



Bradley D. Jenkins, P.E.

BDJ/jdo

I:\Projects\5300 - Clients\5340 - Harris County MUD 191\900\008 - General\Meeting Reports\Brd of Directors 3-25-09  
Enclosures



8701 New Trails Drive, Suite 200  
The Woodlands, Texas 77381-4241

TEL 281 363 4039  
FAX 281 363 3459

AUSTIN  
HOUSTON  
SAN ANTONIO  
COLLEGE STATION

DALLAS  
BRENHAM  
ROSENBERG  
THE WOODLANDS

February 16, 2009

Mr. Kyle Cribbs  
O'Donnell/Snider Construction, Inc.  
1900 West Loop South, Suite 350  
Houston, TX 77027

Re: Willowbrook Cancer Center Expansion  
Harris County, Texas  
Harris County Municipal Utility District No. 191

Dear Mr. Cribbs,

On behalf of our client, Harris County Municipal Utility District No. 191 (the District), we reviewed the construction plans for the referenced project. Enclosed is a redlined copy of your plans. A list of our comments, which must be addressed prior to submitting plans for approval, is shown below.

1. The interior plumbing plans do not match the construction plans.
2. A Double Detector Check back flow preventor must be added to any water lines at their point of connection to the Districts water line.
3. The following notes must be shown on the construction plans:

MUD 191 Notes:

- a. Poly-vinyl-chloride PSM (PVC) pipe shall conform to ASTM Specification D3034 and be installed according to ASTM D2321.
- b. All sanitary sewer service lines shall be constructed to true alignment and grade. Warped and sagging lines will not be permitted.
- c. Building tie-on connection will be made directly to the stub-out from the building plumbing at the foundation on all waste outlets.
- d. Water-tight adapters of a type compatible with the materials being joined will be used at the point of connection of the service line to the building's plumbing. No cement grout materials are permitted.
- e. No bends or turns at any point will be greater than 45 degrees.
- f. Each cleanout will be installed so that it opens in a direction opposite to the flow of the waste and, except in the case of "wye" branch and end-of-the-line cleanouts, cleanouts will be installed vertically above the flow line of the pipe.
- g. Cleanout will be made with airtight mechanical plug.

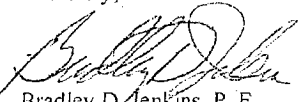
5340-900PF

Mr. Cribbs  
Page 2 of 2  
February 16, 2009

- h. Application for Sanitary Sewer Service must be filed prior to construction of the service line and the connection fee should accompany this application (Application forms are available from the District's Operator, Southwest Water Company Services, (713) 983-3452). Construction must not begin until authorized by the District.
- i. When the service line is complete, and prior to backfilling the pipe trench, the applicant for sewer service shall request an inspection of the installation. Requests for inspections shall be made to the District's Operator (Southwest Water Company Services, (713) 983-3452) twenty-four hours in advance of the inspection.
- j. The physical connection to the District's sewer main will be made by use of an adapter of a type compatible with materials being joined. The connection shall be watertight. No cement grout materials are permitted.
- k. Backfilling of service lines trench must be accomplished within twenty-four (24) hours of inspection and approval. No debris will be permitted in the trench.
- l. A connection permit will be granted after an inspection confirms that all requirements of the District's Rules and Regulations have been met.
- m. The District Operator, Southwest Water Company Services, is to install and construct all water taps and meters.
- n. The District Operator is to inspect all sanitary sewer construction and its connection to any District facilities.
- o. Harris County Municipal Utility District No. 191 is not responsible for maintaining the detention ponds.
- p. The use of pipe or pipe fittings that contain more than 8.0 percent lead, or solders and flux that contain more than 0.2 percent lead, are prohibited for installation or repair of any plumbing in any Residential or Commercial facility providing water for human consumption and connected to the District's water supply system.

Once the above-listed items have been completed, please resubmit the construction drawings for approval. Construction may proceed after the plans have been approved.

Sincerely,



Bradley D. Jenkins, P. E.

BDJ/jdo

J:\Projects\5300\5340\900\009\Letters\Plan Reviews\Willowbrook Cancer Center Expansion Review

Enclosures

cc: Mr. James Dougherty, Jr.  
Mr. Gus Gustafson – SWWC

PF

**JC** JONES & CARTER, INC.  
ENGINEERS • PLANNERS • SURVEYORS

8701 New Trails Drive, Suite 200  
The Woodlands, Texas 77381-4241

TEL 281 363 4039  
FAX 281 363 3459

AUSTIN	DALLAS
HOUSTON	BRENHAM
SAN ANTONIO	ROSENBERG
COLLEGE STATION	THE WOODLANDS

March 11, 2009

Mr. Richard H. Goerlich  
Stanley Engineering Company, Inc.  
3301 Edloe Street Suite 200  
Houston, TX 77027

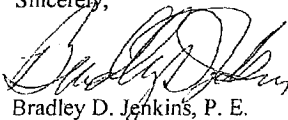
Re: Viddora Office Villas (Northern most building interior plumbing plan)  
Harris County, Texas  
Harris County Municipal Utility District No. 191

Dear Mr. Goerlich,

We completed our review of the utility construction plans for the referenced project. Our review reveals that the utility plans as submitted to us have adequately addressed our concerns in regard to the sanitary sewer and water facilities.

The plans are approved and service is granted for the building on the northern most side of the property; however, the interior plumbing plans for each of the individual remaining buildings must be provided prior to obtaining water and sanitary sewer service from the District.

Should you have any questions or need additional information, please call.

Sincerely,  
  
Bradley D. Jenkins, P. E.

BDJ/jdo

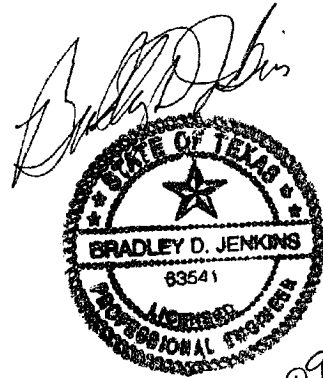
I:\5340 - Harris County MUD 191\900\008\Plan Reviews\1.44ac Viddora Office Villas\1.44ac entire tract approval (final).doc

cc: Mr. James Dougherty, Jr.  
cc: w/encl.: Mr. Gus Gustafson – Southwest Water Co.

**TABLE NO. 3  
PRELIMINARY COST ESTIMATE  
FOR CONSTRUCTION OF  
VILLAS AT WILLOWBROOK WATER MODIFICATIONS ALTERNATIVE NO. 3  
HARRIS COUNTY MUNICIPAL UTILITY DISTRICT NO. 191**

<u>Item</u>	<u>Description</u>	<u>Unit</u>	<u>Quantity</u>	<u>Unit Cost</u>	<u>Total Cost</u>
<b>UTILITIES</b>					
<u>Water Distribution:</u>					
1.	4-inch Waterline w/ Valves & Fittings	LF	1,100	\$ 24	\$ 26,000
2.	6-inch Waterline w/ Valves & Fittings	LF	130	\$ 28	\$ 4,000
3.	Additional Cost to Bore and Jack 4-inch Waterline	LF	270	40	11,000
4.	2-inch Blow-off Valve & Box	EA	6	500	3,000
5.	4-inch Tie-into 6-inch Waterline	EA	6	2,000	12,000
6.	6-inch Tie-into 6-inch Waterline	EA	1	2,500	3,000
				Subtotal: \$	59,000
				Contingencies (10%): \$	6,000
				Engineering :	10,000
				<b>TOTAL: \$</b>	<b>75,000 *</b>

\* Does not include cost associated to provide Waterline Easements.



3-23-09

**PRELIMINARY COST ESTIMATE  
FOR CONSTRUCTION OF  
PORTABLE GENERATOR PREPERATION FOR LIFT STATION Nos. 2, 3, & 4  
HARRIS COUNTY MUNICIPAL UTILITY DISTRICT No. 191  
March 23, 2009**

Item No.	Description	Unit	Qty.	Unit Price	Total
1.	Mobilization, Insurance, and Bonds	L.S.	1	\$2,000	\$2,000
2.	Manual Transfer Switch & Generator Receptacle	L.S.	3	9,000	27,000
3.	Miscellaneous Electrical Modifications	L.S.	1	6,000	6,000
4.	Miscellaneous Site Modifications	L.S.	1	5,000	5,000
5.	City of Houston Plan Review Fee	L.S.	1	500	500
6.	SWPPP and O&M's	L.S.	1	500	500
<b>SUBTOTAL</b>					<b>\$41,000</b>
Escalation (1 Yr @ 4%)					2,000
Contingencies (15%)					6,000
Engineering					12,000
<b>TOTAL</b>					<b>\$61,000</b>

*Gregory S. Baird*

3/23/09

