

**MINUTES OF REGULAR MEETING  
HARRIS COUNTY MUNICIPAL UTILITY DISTRICT NO. 191  
FEBRUARY 24, 2010**

**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 24<sup>th</sup> day of February, 2010, 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, thus constituting a quorum.

Persons also present included Officers Wallace and Knight and Lieutenant Key of Harris County Precinct 4 Constables office; Dan Erdman and Daniel Anders, residents of the Champions Centre Estates; Fabian Salazar, Gretel Salazar, Sylvia Biel, Wan Chen Chen, Homer Hsn, and Linda Wooley, residents of the Villas at Willowbrook; Aja Boyd, on behalf of Mr. Siddiqi; Bill Klingberg of AIM Realty, Inc.; Bradley Jenkins and Ryan Wade of Jones & Carter; Gus Gustafson of Southwest Water Company; Cindy Nichols of Michael A. Cole, P.C.; and James L. Dougherty, Jr. Arriving later in the meeting was Claudia Redden of Claudia Redden & Associates, LLC.

**CONSTABLE MATTERS**

Officer Knight gave a report on Constable matters for the prior month.

**VILLAS AT WILLOWBROOK**

President Monto opened a public hearing for persons present to be heard concerning matters at the Villas at Willowbrook. Jim Dougherty provided a background and explanation of the unpaid utility charges for the Villas at Willowbrook, the provisions of the Utility Service & Easement agreement and the fire line issues. He explained that the purpose for the hearing is for anyone present to be heard concerning such matters. It was noted that there were utility charges unpaid in the amount of \$5,161.72, and there is a deposit of about \$6,000. Ms. Wooley presented herself and explained that she and several other residents have joined together to hire an attorney, Mr. Butler. Aja Boyd stated that an HOA Board had been appointed consisting of 3 board members, Herbert Akin, Gabriel Meyer and Mr. Siddiqi. Ms. Wooley and other residents disagreed and stated that Mr. Butler had advised them to meet and to appoint an HOA board, and that they had done so. After extended discussion, it remained unclear whether there was a properly-appointed Board, but it was

clear that nobody was taking responsibility for the correcting the problems at the Villas—or paying for utility services. The Board discussed the possibility of applying the deposit to defray costs already incurred, including the unpaid utility bills, and to begin providing individual service to individual residents on an interim basis. It was noted that each resident would have to apply, and that the District would use the private lines to provide water and sewer services, and the District's rate order would have to be amended to provide appropriate rates and charges. It was emphasized that this would be an interim solution until a permanent solution can be made. At the conclusion of a lengthy discussion Mr. Dougherty was directed to draft an amended rate order to be brought back to the Board, with a target date for beginning after March 31, 2010; Mr. Gustafson was directed to apply the \$6,000 deposit to the unpaid utility charges; and the Board's unanimous consensus was to move forward accordingly.

## **REGULAR SUBJECTS, MINUTES 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.

*Minutes.* Consideration of the minutes of the Board's January and special February meetings was deferred.

*Bookkeeper Matters.* Claudia Redden presented the bookkeeper's report and bills. Director Price moved acceptance of the bookkeeper's report and bills, which motion was seconded by Director Miller and carried by unanimous vote.

*Tax Assessor/Collector Matters.* Patty Rodriguez was not present at the meeting and Claudia Redden presented the tax assessor/collector's written report and tax bills. Director Miller moved acceptance of the tax report and tax bills, which motion was seconded by Director Price and carried by unanimous vote.

*Utility Operator Matters.* Gus Gustafson presented his report to the Board. Board members commented on their walk-through of the District's water plant and expressed their desire to do a walk-through of the District's wastewater treatment plant facilities within the next 6 months and perhaps other facilities, on a routine basis. Gus Gustafson stated that he will have the leaking valve that was discovered at the water plant repaired. Mr. Gustafson presented a permit application and check received from KMY Realty. Discussion was had and Mr. Dougherty recommended that the engineer confirm that all plans are approved and permitted and the buildings are acceptable before the Board approves the permit application. Director Price moved that the permit application of KMY Realty be approved subject to the engineer and attorney being satisfied that the provisions of the reimbursement contract have been carried out, which motion was seconded by Director Wirasinghe and carried by unanimous vote.

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. Mr. Gustafson recommended service terminations to the accounts on the list in accordance with the District's standard operating procedures. Director Miller 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 to be terminated to the accounts listed in accordance with the District's standard operating procedures, which motion was seconded by Director Price and carried by unanimous vote.

President Monto presented a written request from Aja Boyd to receive the Villas at Willowbrook water bill sooner each month. In response to a query of Director Gigliotti about a water leak on Monday in front of Best Buy, Gus Gustafson said that he would look into the leak and report back to the Board. At the conclusion of the utility operator's report, Director Miller moved acceptance of the report, which motion was seconded by Director Price and carried by unanimous vote.

*Engineer Matters.* Bradley Jenkins presented his report. With regard to the surface water tie-in and chloramine conversion, Mr. Jenkins reported that he expects it will be between 60 and 90 days before the District is ready to convert. Mr. Jenkins presented a final draft of the Emergency Preparedness Plan. Board members requested that the Police Department and the two Fire Departments be added to Page 18 - "Approved Plan Distribution". Director Wirasinghe moved that the engineer be authorized to submit the Emergency Preparedness Plan prior to the March 1<sup>st</sup> filing deadline with the inclusion of the law enforcement agencies and the two Fire Departments to Page 18 - "Approved Plan Distribution", which motion was seconded by Director Miller and carried by unanimous vote.

*Attorney Matters.* Jim Dougherty presented his report to the Board. He reported that a revised draft plat for the WCP Cutten project had been received and recommended that if it is satisfactory to the engineer that the Board approve amending the reimbursement agreement accordingly, with the provisions that the easements and water lines and all weather road are put in before service is extended to the development. Director Gigliotti moved that the reimbursement agreement with WCP Cutten be amended as recommended by Mr. Dougherty, which motion was seconded by Director Wirasinghe and carried by unanimous vote. Mr. Dougherty reported that no response has yet been received from the North Harris County Regional Water Authority concerning the tri-district letter that was sent. Mr. Dougherty next reported that with regard to the proposed TxDOT grade separation project, some new traffic data has been prepared by Texas Transportation Institute for TxDOT and that the information will likely be discussed during future public meetings.

## **ELECTIONS**

Director Wirasinghe moved adoption of an Order of Directors Election, which motion was seconded by Director Gigliotti and carried by unanimous vote. Director Wirasinghe moved approval of a contract with Harris County Election Services, if an election is necessary, which motion was seconded by Director Miller and carried by unanimous vote.

## **TAX MATTERS**

Director Miller moved that a resolution establishing the same ad valorem tax exemptions as last year be adopted; that the tax assessor/collector's contract be extended; that the firm of Michael A. Cole, P.C. be engaged for collection of delinquent taxes for years 2009 and prior; and that a resolution adopting an additional 20% delinquent tax collection penalty be adopted. The motion was

seconded by Director Wirasinghe and carried by unanimous vote.

**INVESTMENT POLICY**

Director Gigliotti moved that no changes be made to the District's investment policy and that a resolution concerning the annual review of the District's investment policy be adopted, which motion was seconded by Director Wirasinghe and carried by unanimous vote.

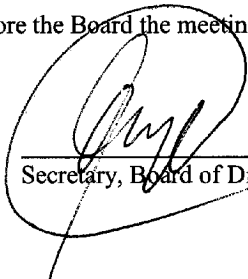
**WEBSITE**

Director Price reported that he had looked into an eBlast service through Texas Network, a web provider. The Board determined to table the matter.

**UTILITY OPERATOR CONTRACT**

Director Gigliotti reported that he and Director Wirasinghe had interviewed 11 different utility operating companies and that they are working to narrow the list for the Board's consideration. Director Price asked about changing utility operators in light of the District's conversion to surface water and chloramines. Mr. Dougherty recommended that contract terms should be taken into account. Director Gigliotti noted that none of the companies intended to charge a start-up fee.

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



Secretary, Board of Directors

(SEAL)

- Attachments:
- Tax Bills
  - General Fund Bills
  - Investment Officer Report
  - Utility Operator's Report
  - Engineer's Report
  - Order of Directors Election
  - Resolution Establishing Ad Valorem Tax Exemptions
  - Delinquent Tax Attorney Agreement
  - Resolution Adopting Additional Delinquent Tax Penalty
  - Resolution Concerning Annual Review of District's Investment Policy

**COMMITMENTS FOR ACTION**  
**HARRIS COUNTY MUNICIPAL UTILITY DISTRICT NO. 191**  
**MEETING OF FEBRUARY 24, 2010**

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1. **ATTORNEY** to begin work on rate order amendment for Villas at Willowbrook class of customer; have Cindy Nichols schedule a walk-through of the District's wastewater treatment plant; and amend KMY Realty reimbursement agreement.
2. **UTILITY OPERATOR** to apply \$6,000 deposit to Villas at Willowbrook water bill; repair leaking valve at water plant; and report on water leak in front of Best Buy.
3. **ENGINEER** to review revised plat of WCP Cutten project; and include fire departments and law enforcement agencies on Emergency Preparedness Plan and submit prior to March 1<sup>st</sup> deadline.
4. **DIRECTORS WIRASINGHE AND GIGLIOTTI** to work on narrowing the list of candidate utility operator firms.

# Harris County Precinct Four Constable's Office

## Contract Activity Statistical Report



### **HARRIS CO MUNICIPAL UTILITY DIST #191**

Type of Activity	Jan 2010	Dec 2009	Year to Date - 2010
Burglary of a Habitation	1	0	1
Burglary of a Motor Vehicle	0	2	0
Theft from a Habitation	1	0	1
Theft of Motor Vehicle	0	0	0
Theft - Other	2	2	2
Robbery	0	0	0
Assault	0	0	0
Sexual Assault	0	0	0
Criminal Mischief	0	2	0
Disturbance - Family	4	3	4
Disturbance - Juvenile	0	0	0
Disturbance - Other	1	2	1
Alarms	15	33	15
Suspicious Vehicles	0	7	0
Suspicious Persons	9	11	9
Runaways	0	0	0
Telephone Harassment	0	0	0
Other Calls	28	48	28

# Harris County Precinct Four Constable's Office

## Contract Activity Summary Report



Jan 2010

### HARRIS CO MUNICIPAL UTILITY DIST #191

Activity Type	Details
BURGLARY / HABITATION/BUS	13300 Champion Centre - Unknown suspect(s) forced entry by kicking in the front door of an apartment and removed property without consent. Case is inactive.
DISTURBANCE / FAMILY	13200 Champions Centre - An adult male and his girlfriend were involved in a physical altercation where there were no injuries. The District Attorney declined charges. Case is closed.
DISTURBANCE / FAMILY	13200 Champions Centre - Complainant and her ex-boyfriend were involved in a physical altercation where there were no injuries. The District Attorney declined charges. Case is closed.
DISTURBANCE / FAMILY	13200 Champions Centre -Complainant and her boyfriend were involved in a physical altercation where there were no injuries. The District Attorney declined charges. Case is closed.
DISTURBANCE / FAMILY	13300 Cutten - Boyfriend and girlfriend were involved in a verbal altercation that turned physical where there were no injuries. The District Attorney declined charges. Case is closed.
DISTURBANCE / OTHER	13200 Champions Centre - Complainant reported that her ex-boyfriend and an acquaintance were involved in a altercation that turned physical. Case is closed.
THEFT / MOTOR VEHICLE	13200 Champions Centre - Unknown suspect(s) stole the removed the complainants vehicle without consent. Case is under investigation.
THEFT / OTHER	13500 Villa Palmas St -Unknown suspect(s) removed a plant from outside of the complainant's residence without consent. Case is inactive.
THEFT / OTHER	7900 Timber Park Trail -Unknown suspect(s) stole parts from a vehicle while it as it was parked in the driveway. Case is inactive
THEFT FROM HABITATION	13900 Naples Park Lane - Unknown suspect(s) removed a jewelry box that contained a large amount of expensive pieces of assorted jewelry from the complainant's closet while the complainant was home without consent.

HARRIS COUNTY M.U.D. #191

Disbursements for month of February, 2010

Check #	Payee	Description	Amount
	W/T General Fund	2/18/10 Transfer to General Fund	\$ 125,946.31
	W/T Debt Service Fund	2/18/10 Transfer to Debt Service Fund	190,000.00
1550	Kent Investment Corp.	Refund - due to adjustments	12.13
1551	Edward E & Constance McWhorter	Refund - due to adjustments	362.25
1552	Lewis & Melissa Bolin	Refund - due to adjustments	204.01
1553	KC Champions Centre LP	Refund - due to overpayments	1,524.75
1554	Bob Leared	Tax Assessor/Collector Fee	1,262.90
TOTAL DISBURSEMENTS			\$ 319,312.35
Remaining Cash Balance			\$ <u>41,267.39</u>

BANK OF TEXAS, N.A.

**OPERATING ACCOUNT**

**COMPASS BANK - 50302**

BALANCE FROM LAST REPORT		\$	2,197.23
ADDED: DEPOSITS			39,314.71
MAINTENANCE TAXES			0.00
OTHER	1998 CA CK#1185, REIMBURSEMENT OF ENGINEERING FEES ON WATER PLANT		31,374.53
			<u>70,889.24</u>
ADDED: OTHER DEPOSITS			0.00
			<u>0.00</u>
			0.00
ADDED: WIRE TRANSFER	FROM TEXPOOL		0.00
ADDED: INTEREST EARNED ON ACCOUNT			0.00
ADDED: SALES TAX REVENUES	WARRANT 20311290, DTD. 01/27/2010, NOVEMBER 2009 SALES TAX		47,244.04
			<u>0.00</u>
			47,244.04
LESS: WIRE TRANSFER	TO TEXPOOL		0.00
LESS: MONTHLY BANK SERVICE CHARGES			(10.00)
LESS: CHECKS PREVIOUSLY APPROVED			
6180 CINDY NICHOLS	REIMURSEMENT OF MEETING EXPENSES FOR 01/28/2010		<u>(150.87)</u>
	TOTAL PREVIOUSLY APPROVED		(150.87)
LESS: CHECKS FOR APPROVAL			
6188 BURKE, LYNDA	ACCT: 9043171, 13714 CAMELOT CENTRE		(75.00)
6189 HALLER, JAN & ORDIA	ACCT: 9043068, 7092 CENTRE GROVE DR.		(75.00)
6190 LEWIS, STEVEN	ACCT: 9043314, 8 BISHOPS MANOR LANE		(75.00)
6191 REALTY FIRST CLASS	ACCT: 0489994, 14007 NAPLES PARK LANE		(75.00)
6192 SCHLEMEYER, SUSAN	ACCT: 0458799, 14011 NAPLES PARK LANE		(75.00)
6193 LANGUAGE USA	INV. 481110, DTD. 2/11/2010, TRANSLATION SERVICES: ENGLISH TO VIETNAMESE		(45.00)
6194 AT&T	713- A18-0688		(295.71)
6195 MARK L. ROTH, C.P.A.	FINAL BILLING FOR AUDIT OF YEAR ENDING SEPT 30, 2009		(500.00)
6198 NORTH HARRIS COUNTY REGIONAL WATER AUTH	JANUARY 2009, 11,834,000 GALLONS @ \$1.75		(20,709.50)
6197 SWIFT & COMPANY REALTY INC	ACCT: 0488798, 14011 NAPLES PARK LANE		(75.00)
6198 WASTE MANAGEMENT	ACCT NO.110-0158574-0011-3; FEBRUARY 2010 SERVICE \$20.78		(20.78)
6199 HARRIS COUNTY TREASURER	APRIL 2010 LAW ENFORCEMENT SERVICES		(14,641.00)
6200 APPLE COURIER	INVOICE 178055, TICKET NO. 085687, DTD. 01/28/2010, 8 BOXES FROM MARK ROTH		(37.50)
6201 JONES & CARTER, INC.	INV. 0180518, PROJ 05340-000-00, DTD. 02/09/2010, GENERAL CONSULTATION		(2,850.10)
6202 JONES & CARTER, INC.	1. DTD. 02/09/2010, PROJ 05340-004-00 WASTEWATER TREATMENT PLANT CONSULTATION		(20.50)
6203 JONES & CARTER, INC.	2. 02/09/2010, PROJ 05340-022-00 SECOND INTERCONNECT WITH PRESTONWOOD FOREST		(3,276.75)
6204 JONES & CARTER, INC.	INV. 01809516, DTD. 02/09/2010, PROJ 05340-021-00, EMERGENCY PREPAREDNESS PLAN		(1,323.25)
6205 CLAUDIA REDDEN & ASSOCIATES, L.L.C.	INV. 1888, DTD. 02/01/2010, BOOKKEEPING & EXPENSES		(1,894.68)
6206 THE TEXAS NETWORK	INV. 113080, DTD. 03/01/2010, WEBSITE MAINTENANCE		(479.40)
6207 BENCO SYSTEMS, INCORPORATED	INV. 38185, DTD. 02/01/2010, FEBRUARY 2010 MONTHLY SERVICES		(30.00)

HARRIS COUNTY M.U.D. NO. 191

6208	ACCUTEST LABORATORIES GULF COAST, INC.	INV. TZ-24822, DTD. 01/08/2010, LABORATORY FEES	(120.00)
6209	ACCUTEST LABORATORIES GULF COAST, INC.	INV. TZ-24821, DTD. 01/08/2010, LABORATORY FEES	(2,909.00)
6210	DXI INDUSTRIES	INV. 05514281-09, DTD. 11/04/2009, 4 CHLORINE, 150# CYL	(385.54)
6211	DXI INDUSTRIES	INV. 05500389-10, DTD. 01/11/2010, 4 CHLORINE, 150# CYL	(385.54)
6212	DXI INDUSTRIES	INV. 05500478-10, DTD. 01/13/2010, 2 CHLORINE, 150# CYL	(192.77)
6213	SOUTH-WEST WATER COMPANY	INV. 887 31481, JANUARY 2010, OPERATOR FEES & EXPENSES	(20,087.38)
6214	HARRIS COUNTY MUD 191- TAX ACCOUNT	0 ST THOMAS CT, ACCT: 9043341, TAXES PAID TO OPERATING INSTEAD OF TAX ACCOUNT	(688.09)
6215	MICHAEL A. COLE, P. C.	LEGAL FEES THROUGH 02/22/2010	(8,463.94)
6216	RELIANT ENERGY SOLUTIONS	VARIOUS INVOICES	(12,827.07)
6217	EDWARD A. MONTO	02/24/2010 REG MTG FEES OF OFFICE	(1.53)
6218	ERNEST F GIGLIOTTI	02/18 & 02/13, 02/11/2010 COMMITTEE MEETINGS & 02/24/2010 REG MTG FEES OF OFFICE	(564.10)
6219	ERROL WIRASINGHE.	02/18 & 02/13, 02/11/2010 COMMITTEE MEETINGS & 02/24/2010 REG MTG FEES OF OFFICE	(554.10)
6220	ROBERT J. PRICE	02/24/2010 REG MTG FEES OF OFFICE	(138.53)
6221	VAUGHAN G MILLER	02/24/2010 REG MTG FEES OF OFFICE	(138.53)
			<u>(93,818.29)</u>
ENDING BALANCE IN DEMAND ACCOUNT			<u>\$ 26,151.35</u>
 <b>TEXPOOL - 25928-1111-000</b>			
ENDING BALANCE FROM LAST CHECK LIST			
ADDED:	WIRE TRANSFER	78509:2682900011	\$ 1,533,754.17
ADDED:	INTEREST EARNINGS ON ACCOUNT	FROM DEMAND ACCOUNT	125,948.31
ADDED:	WIRE TRANSFER	FROM TAX ACCOUNT	200.85
LESS:	WIRE TRANSFERS	TO DEMAND	0.00
ENDING BALANCE IN TEXPOOL			<u>\$ 1,659,901.33</u>
TOTAL OPERATING FUNDS			<u>\$ 1,686,052.68</u>

HARRIS COUNTY MUD NO. 191

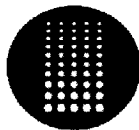
**INVESTMENT REPORT**

1/29/2010 - 02/24/2010

CURRENT INVESTMENTS					VALUE LAST REPORT	ADDED VALUE	MARKET VALUE
TYPE OF INVESTMENT	MATURITY DATE	RATE	BOOK VALUE				
		ANNUARY					
OPERATING ACCOUNT	OPEN	0.1630%	\$ 1,659,901.33	\$ 1,533,754.17	\$ 200.85	\$ 1,659,901.33	
TEXPOOL 78509/2562800011			\$ 1,659,901.33	\$ 1,533,754.17	\$ 200.85	\$ 1,659,901.33	
TOTAL INVESTMENTS							
DEBT SERVICE FUND	OPEN	0.1630%	\$ 278,983.00	\$ 979,410.01	\$ 90.65	\$ 278,983.00	
TEXPOOL 78509/2562800001			\$ 278,983.00	\$ 979,410.01	\$ 90.65	\$ 278,983.00	
TOTAL INVESTMENTS							
CAPITAL PROJECTS FUND	OPEN	0.1630%	\$ 514,295.32	\$ 514,220.48	\$ 74.84	\$ 514,295.32	
SERIES 1996: 78509/2562800003	OPEN	5.0000%	\$ 109,782.48	\$ 109,318.25	\$ 464.23	\$ 109,782.48	
SERIES 1996 ESCROW: STERLING BANK			\$ 624,077.80	\$ 623,538.73	\$ 539.07	\$ 624,077.80	
TOTAL INVESTMENTS							
<b>COLLATERAL PLEDGED</b>							
STERLING BANK	SEE ATTACHED SCHEDULE		1/29/2010	MARKET VALUE	\$	25,123.00	
BBVA COMPASS BK (FORMERLY TEXAS STATE BK)	SEE ATTACHED SCHEDULE		1/29/2010	MARKET VALUE	\$	95,169.82	
<b>INVESTMENT TRAINING</b>							
CLAUDIA REDDEN - 4 HRS 06/2008, UNIVERSITY OF NORTH TEXAS & AWBD, GALVESTON, TX, PFA TRAINING							
6 HRS 07/10/2007, TX RURAL WATERS ASSOC., GALVESTON, TX, PFA TRAINING, 11/07/2009 MCCALL GIBSON 4 HRS							
<b>24-Feb-10 AUTHORIZATION STATEMENT</b>							
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 DISTRICT'S 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)							

**Harris County Municipal Utility  
District No. 191**

**OPERATIONS REPORT  
JANUARY 2010**



**SouthWest  
Water Company**

**HARRIS CO. MUD #191**  
**CONNECTIONS REPORT**  
**JANUARY 2010**

CONNECTIONS	<u>JAN 25</u> <u>2010</u>
Occupied Single Family	599
Vacant Single Family	29
Multi-Family	3
Commercial	41
Builder	1
Irrigation	44
Rental Meters	0
District Meters	5
<b>TOTAL CONNECTIONS</b>	<u><u>722</u></u>

**METER INSTALLATIONS AND INSPECTIONS**  
**DEC 26 - JAN 25**

New Taps Installed . . . . .	1
Sewer Inspections Completed. . . . .	0
Builder Inspections Completed. . . . .	0
Customer Service Inspections Completed. . . . .	0
Net Rental Meter Change. . . . .	0

**Harris County Municipal Utility**  
**District No. 191**  
 Regulatory Information  
 JANUARY 2010

WASTEWATER TREATMENT

Permitted Average Daily Flow	600,000 GPD
Permit Number	14447-001
Permit Expires	12/01/12
Permit Capacity:	48.5%

Permit Excursions: 0

<u>Effluent Flow</u>	<u>Permitted</u>	<u>Actual</u>	<u>Units</u>
DO Minimum:	4.00	7.100	Milligrams / Liter
Minimum pH	6.00	8.100	Standard Units
Maximum pH	9.00	8.400	Standard Units
TSS Daily Avg.:	75.0	13.220	Pounds / Day
TSS Daily Avg.:	15.0	5.520	Milligrams / Liter
TSS Daily Max.:	40.0	16.300	Milligrams / Liter
NH3 Daily Avg.:	15.0	3.170	Pounds / Day
NH3 Daily Avg.:	3.0	1.400	Milligrams / Liter
NH3 Daily Max.:	10.0	4.800	Milligrams / Liter
Flow Daily Avg.:	0.600	0.291	Million Gal. / Day
Flow Daily Max.:	n/a	0.411	Million Gal. / Day
Minimum Chlorine:	1.000	1.010	Milligrams / Liter
Maximum Chlorine:	4.000	3.640	Milligrams / Liter
CBOD Daily Avg.:	50.0	10.770	Pounds / Day
CBOD Daily Avg.:	10.0	4.630	Milligrams / Liter
CBOD Daily Max.:	25.0	7.200	Milligrams / Liter

WATER SYSTEM

Bacteriological Analysis  
 The required 3 samples were taken during January-10

TCEQ Chemical Analysis:	
Metals	06/04/03
Radio-Chemicals	01/21/09
Volatile Organic Compounds (VOCs)	06/04/03
Minerals	09/24/08
Trihalomethane Gases (THMs)	09/20/05
Haloacetic Acids (HAAs)	09/20/05

WATER PRODUCTION

Purchased		From
Sold		To
Pumped	11,834,000	at Water Plant #1
Pumped		0 at Water Plant #2
Total Supplied	11,834,000	
Daily Average	394,467	

SUBSIDENCE INFORMATION

Permit Number	3751
Permit Renewed	09/01/09
Permit Expires	08/31/10
Gallons Authorized	250,000,000
Cumulative Gallons Produced	86,560,000
Authorized Gallons Remaining	163,440,000
Average Gallons Per Month	17,312,000
Estimated Number of Months Available	9.44
Permit Months Remaining	7
Percent of Permitted Production	34.62

**HARRIS CO. MUD #191**  
JANUARY 2010

OPERATIONS CHARGES:

1. Operations Fees	2,500.00
2. Water Well	3,978.10
3. Water Distribution	4,744.14
4. Elevated Storage Tank	0.00
5. Sewer Treatment Plant	4,297.63
6. Sanitary Sewer Collection	350.00
7. Lift Station	1,547.19
8. Storm Sewer	0.00
9. Pumping Station	0.00
10. Builder Services	1,850.00
11. Administrative Services	820.32
12. Regulatory Fees	0.00
13. Miscellaneous Charges	0.00
14. Ground Storage	0.00
15. Green Belt	0.00
16. Backflow	0.00
17. Parks	0.00
18. Interconnect	0.00
19. Ditch Services	0.00
TOTAL OPERATIONS CHARGES	<u>\$20,087.38</u>

# HARRIS CO. MUD #191

## CUSTOMER BILLING REPORT

December 26, 2009 Through January 25, 2010

Billed Water for Billing Period = 10,203,300 Gallons

### Current Billing:

Deposit	\$	75.00	
Transfer		25.00	
Penalty		0.00	
Water		15,726.83	
Sewer		15,225.77	
Tex Comm Environ Quality		155.79	
Regional Water Authority		15,780.78	
Grease Trap Inspc.		780.00	
Ach Transmittal Fee		35.00	
Industrial Wastewater Charge		13,944.25	
Service Order		0.00	
Unmetered Fire Connection		215.32	
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Total Current Billing			\$ 61,963.74

### Aged Receivables:

Ninety (90) Days	\$	3,720.36	
Sixty (60) Days		2,338.55	
Thirty (30) Days		11,431.24	
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Billed Arrears		17,490.15	
Credit Bal Fwd		<15,177.09>	
<hr/>			
Total Aged Receivables			\$ 2,313.06

### Accounts Receivables:

Deposit	\$	375.00	
Transfer		175.00	
Late Charges		2,173.51	
Water		9,725.57	
Sewer		17,993.85	
Tex Comm Environ Quality		187.54	
Regional Water Authority		19,933.45	
Grease Trap Inspc.		900.00	
Ach Transmittal Fee		33.00	
Industrial Wastewater Charge		12,426.26	
Service Order		0.00	
Unmetered Fire Connection		353.62	
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Total Accounts Receivables			\$ 64,276.80

### Deposit Liability:

Balance As Of	12/26/09	\$ 116,032.38
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Collections  
Adjustments

450.00  
<450.00>

Balance As Of

01/25/10

                      
\$ 116,032.38

**HARRIS CO. MUD #191**  
**SCHEDULED MAINTENANCE AND REPAIR TIMETABLE**  
**JANUARY 2010**

**Facility Checklist Completed:**

Water Plant # 1	01/06/10
Wastewater Treatment Plant # 1	01/06/10
Lift Station # 2	01/08/10
Lift Station # 3	01/06/10
Lift Station # 4	01/06/10

**Inspections Completed:**

Fire Hydrants	04/13/09
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**HARRIS CO. MUD #191**

**CASH SUMMARY**

**January, 2010**

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DEPOSIT	\$450.00	
TRANSFER	\$150.00	
*LATE CHARGES	\$556.87	
WATER (Includes Overpayments)	\$14,953.06	
SEWER	\$11,328.64	
TEX COMM ENVIRON QUALITY	\$119.08	
REGIONAL WATER AUTHORITY	\$11,845.54	
GREASE TRAP INSPC.	\$540.00	
ACH TRANSMITTAL FEE	\$34.00	
UNMETERED FIRE CONNECTION	<u>\$77.02</u>	\$40,054.21

TOTAL DEPOSITS FOR January, 2010: \$40,054.21

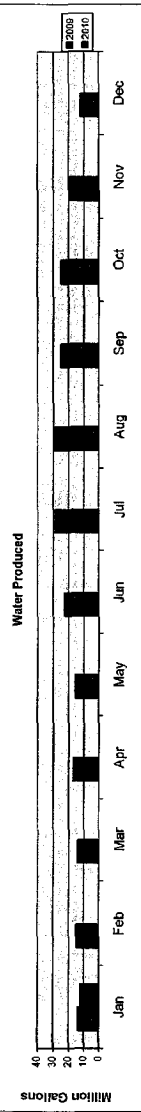
\*OTHER FEES INCLUDED IN LATE CHARGES:

DISCONNECTS/RECONNECTS INCOME:	
Total	\$200.00
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	\$200.00

# Harris County Municipal Utility District No. 191

## Water Production and Accountability Report

Period Ending	Produced (MG)	Purchased (MG)	Total Produced	Billed (MG)	Sold (MG)	Accounted For:	Total Consumption	Accountability (%)	Four Month Average	Daily Avg. Flow STP	Four Mo STP Average
12/18/08 - 01/14/09	13,877	0.000	13,877	11,533	0.000	1,559	13,102	94.4	96.21	0.279	0.276
01/15/09 - 02/16/09	14,844	0.000	14,844	13,665	0.000	0.247	13,912	93.7	94.96	0.259	0.274
02/17/09 - 03/13/09	13,946	0.000	13,946	13,132	0.000	0.299	13,431	96.3	94.42	0.288	0.273
03/14/09 - 04/14/09	16,938	0.000	16,938	12,200	0.000	1,968	14,198	83.6	92.01	0.289	0.274
04/15/09 - 05/15/09	15,595	0.000	15,595	14,614	0.000	0.169	15,003	96.2	92.45	0.287	0.276
05/16/09 - 06/16/09	22,681	0.000	22,681	21,026	0.000	0.374	21,400	94.4	92.81	0.281	0.284
06/17/09 - 07/16/09	19,746	0.000	19,746	18,948	0.000	0.199	19,147	95.0	93.66	0.275	0.280
07/17/09 - 08/17/09	23,754	0.000	23,754	23,985	0.000	1.339	27,724	93.7	91.69	0.272	0.280
08/18/09 - 09/17/09	24,673	0.000	24,673	22,278	0.000	0.669	22,947	92.7	92.82	0.277	0.281
09/18/09 - 10/18/09	24,673	0.000	24,673	17,766	4,000	0.910	22,306	90.4	91.83	0.268	0.283
10/19/09 - 11/17/09	18,979	0.000	18,979	12,941	5,982	0.045	19,328	101.8	94.53	0.271	0.279
11/18/09 - 12/16/09	12,184	0.000	12,184	10,191	0.000	0.445	10,639	87.3	93.05	0.284	0.284
12/17/09 - 01/15/10	12,122	0.000	12,122	10,407	0.000	0.745	11,152	92.0	92.88	0.291	0.288



H.G.S.D. PERMIT: 09/01/09 - 09/31/10  
Well No. 3751

Current Period: 01/01/10 - 01/31/10

Gallons Authorized: 250,000  
 Current Month Period: 14,834  
 Cumulative Production: 188,520  
 Authorized Gallons Rem: 165,440  
 Average Gallon Per Month: 17,312  
 Permit Months Remaining: 7

**HARRIS COUNTY MUD #191**  
**NHCRWA Water Production and Billing Report**

<b>Month Ending</b>	<b>Production (MG)</b>	<b>NHCRWA Revenue</b>	<b>Pumpage Bill Rate (\$)</b>	<b>Total Monthly Amount Due (\$)</b>	<b>Quarterly Amount Due (\$)</b>
January 31, 2010	11.834	\$ 11,845.54	\$1.75/ 1000	\$ 20,709.50	
<b>Total To Date</b>	<b>11.834</b>	<b>\$ 11,845.54</b>		<b>\$ 20,709.50</b>	

Southwest Water Company

## Harris County Municipal Utility District No. 191

### Tap Activity Report

MONTH	2003	2004	2005	2006	2007	2008	2009	2010
January	19	8	0	0	0	0	0	0
February	9	3	0	2	1	2	0	
March	0	3	0	1	1	1	0	
April	2	5	6	0	0	0	0	
May	32	3	1	0	0	1	0	
June	3	1	0	0	2	0	0	
July	12	1	0	0	0	1	0	
August	11	1	0	0	1	0	0	
September	11	0	0	0	0	0	0	
October	4	3	0	0	0	0	0	
November	2	1	0	0	0	0	0	
December	5	0	7	0	1	0	2	

<b>TOTAL YEAR TO DATE</b>	<b>110</b>	<b>29</b>	<b>14</b>	<b>3</b>	<b>6</b>	<b>5</b>	<b>2</b>	<b>0</b>
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<b>AVERAGE PER MONTH</b>	<b>9</b>	<b>2</b>	<b>1</b>	<b>0</b>	<b>1</b>	<b>0</b>	<b>0</b>	<b>0</b>
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Customer Cnt.. 23 For Bill Due.. 01/25/10  
 Sched Meeting.. 4TH WEDNESDAY @7:00PM 13850 CUTTEN ROAD HOU I  
 Next Meeting... 02/24/10 07:00PM

Line	Account Dir	Excl Status	Customer Name	Service Address	Original Delinquent	Current Total	Current Period	Current Total
					..Arrears	..Arrears	..Balance	..Balance
48	90433515		ASHFORD DAPHNE	14038 HILLINGDALE LN	35.46	38.69	36.59	75.28
5	9042979		BEST BUY INC #214	7318 FM 1960 WEST	535.89	589.48	182.08	771.56
14	90433085		BURKE MARGOT F	7014 CENTRE OAKS DR	27.25	29.31	21.07	50.38
9	90433021		FAMCETT CTR FOR D	13956 CUTTEN RD	27.14	27.14	127.37	154.51
41	90433449		GAMBRELL CLYDE SR	14003 NAPLES PARK LN	37.16	40.56	43.12	83.68
35	90433362		GILLESPIE FATHER	8047 HIGH HOLLOW LN	41.27	44.93	43.12	88.05
31	90433277		HOLLIS FLOYD	42 ARBOR BEND	47.57	51.46	26.91	78.37
49	0470749		HOSSAIN MANWAR	7815 PARKCHASE TIMBER CT	25.64	28.20	29.50	57.70
51	90433617		JOY JEREMIAH	13519 HIGHLAND PARK DR	46.19	50.73	45.96	96.69
32	90433283		KELLEY TRACY	66 ARBOR BEND	54.00	57.26	30.35	87.61
59	0478494		KEVIN YOUNG	13523 HARGRAVE-SPR	130.00	130.00	10.29	140.29
28	90433239		LANDREW PAUL	13410 PINNACLE PL	29.78	32.76	41.82	74.18
50	90433593		LEPPA BRIAN	7819 STONE OAK CT	32.91	36.20	23.81	62.01
46	90433502		MAISON NODA & BAT	13902 HILLINGDALE LN	30.17	30.17	29.50	59.67
43	90433473		OROZCO EDDIE	13703 NAPLES PARK LN	20.73	22.80	21.54	44.34
40	0465521		RHONDA WALKER	7910 TYNELAND CT	26.73	29.22	25.65	54.87
42	0457746		RICKS CABARET INT	13807 NAPLES PARK LN	53.62	57.16	35.13	92.29
45	90433495		ROBERTS MICHAEL	13814 HILLINGDALE LN	34.29	36.25	19.80	56.05
47	90433504		ROBINSON LOUIS A.	13910 HILLINGDALE LN	27.71	30.48	40.56	71.04
27	90433225		SANOV JANET	7111 MOHAVE HILLS	172.35	189.59	115.54	305.13
24	90431188		SCHULTZ CAMAE/MAR	7122 CONCHO MOUNTAIN	28.49	28.49	27.23	55.72
15	90433096		TIMMONS STEPHEN	7007 CENTRE GROVE DR	52.76	52.76	43.68	96.44
33	90433336		VASQUEZ JESSICA J	11 IVY ARBOR LN	36.88	40.57	32.06	72.63
					1,551.35	1,674.21	1,054.28	2,728.49

**UPDATED**

February 24, 2010

*Texas Board of Professional Engineers Registration No. F-439*

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 – February 24, 2010

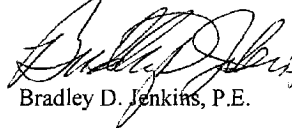
Dear Directors:

The following is a brief summary that describes our activities during the past month:

1. **Surface Water Tie-in and Chloramine Conversion** – The contractor did not request payment this month. The contractor addressed all punchlist items. The contractor will re-grade the site to pre-existing conditions once the site dries. We are awaiting the O&M manuals from the contractor before issuing a final pay estimate.
2. **Interconnect with Prestonwood Forest Utility District** – The project is in design. We will submit plans to the required agencies and Prestonwood Forest this week.
3. **Emergency Preparedness Plan** – We have a final draft of the Emergency Preparedness Plan for you to adopt so it can be submitted to the TCEQ before the March 1, 2010 deadline.
4. **Construction Plan Review** – We received and are reviewing plans for the Kevin Young Office Building located at 13507 Hargrave.

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

Sincerely,



Bradley D. Jenkins, P.E.

BDJ/krw

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