

MINUTES OF BOARD OF DIRECTORS MEETING
APRIL 27, 2022

THE STATE OF TEXAS
COUNTY OF HARRIS
HARRIS COUNTY MUNICIPAL UTILITY DISTRICT NO. 109

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The Board of Directors (the “*Board*”) of Harris County Municipal Utility District No. 109 (the “*District*”) met in special session, open to the public, at the Atascocita Waste Water Treatment Plant, 5003 Atascocita Road, Humble, Texas 77346, and via teleconference, on April 27, 2022 at 5:30 p.m.; whereupon the roll was called of the Board, to-wit:

Owen H. Parker, President
Chris Green, Vice President
Cheryl Moore, Secretary
Robin Sulpizio, Assistant Secretary
Nancy A. Frank, Assistant Secretary

All members of the Board were present in person, with Director Frank attending via teleconference, thus constituting a quorum. Also attending all or parts of the meeting were Ms. Frayde Torres, Mr. Paul Villarreal and Ms. Holly Marback of Water Waste Water Management Services, Inc. (“*WWWMS*”), operator for the District.

Attending the meeting via teleconference: Ms. Jane Maher of Norton Rose Fulbright US LLP (“*NRF*”), attorneys for the District.

Call to Order. President Parker called the meeting to order in accordance with notice posted pursuant to law, copies of certificates of posting of which are attached hereto as *Exhibit A*, and the following business was transacted:

1. **Board finding of existence of emergency or public necessity making the convening at one location of a quorum of the governmental body difficult or impossible and permitting a meeting by telephone pursuant to Section 551.125 of the Texas Open Meetings Act.** Upon motion by Director Sulpizio, seconded by Director Moore, after full discussion and the question being put to the Board, the Board voted unanimously to find the existence of an emergency or public necessity making the convening at one location of a quorum of the governmental body difficult or impossible and permitting a meeting by telephone pursuant to Section 551.125 of the Texas Open Meetings Act due to COVID-19.

2. **Public Comments.** There were no public comments.

3. **Discussion and investigation into an ePayment system for payment of water bills, and such other matters as may properly come before it.** Ms. Torres discussed ePayment system for water bills. She discussed the District’s rate order and the possibility of including echecks and a limit on the number of times the echecks can bounce. She stated that First Billing Services is a payment portal that the District could use. She noted that First Billing Services charges a \$1 fee for a transaction. President Parker discussed the option of the District being charged a flat fee, or if there is another platform the District could use. Mr. Villarreal stated that he could discuss options with the District’s bookkeeper and with First Billing Services.

Ms. Torres stated that there 16 accounts from December that stopped payment due to the

delay with the postal service. It was the consensus of the Board to not charge a return check fee for those accounts.

Ms. Marback joined the meeting at this time, and discussed ePayment options with the Board. Discussion ensued. President Parker requested that WWWMS look into options for the District and noted that the District would like to pay potential service fees instead of passing the fees down to residents.

THERE BEING NO FURTHER BUSINESS TO COME BEFORE THE BOARD, the meeting was adjourned.

* * *

The above and foregoing minutes were passed and approved by the Board of Directors on May 17, 2022.



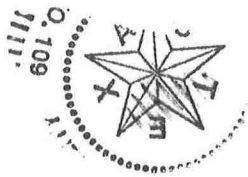
President, Board of Directors

ATTEST:



Secretary, Board of Directors

(DISTRICT SEAL)



HARRIS COUNTY MUNICIPAL UTILITY DISTRICT NO. 109

SPECIAL NOTICE

In accordance with Chapter 551, Texas Government Code, take notice that the Board of Directors of Harris County Municipal Utility District No. 109 will meet in special session, open to the public, at the Atascocita Waste Water Treatment Plant, 5003 Atascocita Road, Humble, Texas 77346, and by teleconference at 5:30 p.m. on **Wednesday, April 27, 2022**. Directors, consultants, and the general public may participate in the meeting by attending the meeting at the location listed or dialing the following number: **1 469-965-2490, Conference Id: 587 046 362#**. At such meeting, the Board will consider and act on the following matters:

videoconference meeting. You can join by computer or any smart device with the Teams app. Join Teams Meeting:

https://teams.microsoft.com//meetup-join/19%3ameeting_MWM0Yjg3ZDItdMDhmMy00YzY3LTk1NTktMGVIMDA3ZGFkZmQx%40thread.v2/0?context=%7b%22Tid%22%3a%22f8a46a38-2d3d-4672-ae57-34e8f266feb4%22%2c%22Oid%22%3a%22a2103e76-c96a-4d55-9f10-71e0c2b1b783%22%7d

1. Board finding of existence of emergency or public necessity making the convening at one location of a quorum of the governmental body difficult or impossible and permitting a meeting by telephone pursuant to Section 551.125 of the Texas Open Meetings Act;
2. Public comments;
3. Discussion and investigation into an ePayment system for payment of water bills, and such other matters as may properly come before it.



Markon Rose Fulbright US LLP
Attorney for District

Exhibit A

If, during the course of the meeting covered by this Notice, the Board should determine that a closed or executive session of the Board should be held or is required in relation to any agenda item included in this Notice, then such closed or executive meeting or session, as authorized by the Texas Open Meetings Act, will be held by the Board at the date, hour, and place given in this Notice concerning any and all subjects for any and all purposes permitted by Sections 551.071-551.084 of the Texas Government Code and the Texas Open Meetings Act, including, but not limited to, Section 551.071 - for the purpose of a private consultation with the Board's attorney on any or all subjects or matters authorized by law.

Persons with disabilities who plan to attend this meeting and would like to request auxiliary aids or services are requested to contact the District's paralegal at (713) 651-5589 at least three business days prior to the meeting so that appropriate arrangements can be made.

Maher, Jane

From: The Texas Network <support@texasnetwork.com>
Sent: Friday, April 22, 2022 10:51 PM
To: Maher, Jane; Russell Lambert
Subject: RE: 109 Special Posting

Posted

<https://www.waterdistrict109.com/meetings/index.html>

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Thank you!

The Texas Network

281-445-3535

281-445-3535 (Text)

281-973-8299 (Fax)

support@texasnetwork.com

<https://texasnetwork.com>

From: Maher, Jane <jane.maher@nortonrosefulbright.com>

Sent: Friday, April 22, 2022 4:34 PM

To: Russell Lambert <russ@texasnetwork.com>

Cc: The Texas Network <support@texasnetwork.com>

Subject: 109 Special Posting

Hi Russ,

Please post the attached agenda to 109's website and return the COP at your earliest convenience.

Thanks,

Jane Maher | Senior Paralegal

Norton Rose Fulbright US LLP

1301 McKinney, Suite 5100, Houston, Texas 77010-3095, United States

Tel +1 713 651 5589 | Fax +1 713 651 5246

jane.maher@nortonrosefulbright.com

NORTON ROSE FULBRIGHT

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nortonrosefulbright.com

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