

**HARRIS COUNTY MUNICIPAL UTILITY DISTRICT NO. 183**  
**Minutes of Meeting of Board of Directors**  
**April 25, 2023**

The Board of Directors (the "Board") of Harris County Municipal Utility District No. 183 (the "District") met in regular session, open to the public on April 25, 2023, in accordance with the duly posted notice of public meeting, and the roll was called of the duly constituted officers and members of said Board of Directors, as follows:

Rudy Alvarado, President  
Anthony (Jerry) Langley, Vice President  
Chad Vowell, Secretary  
Robert Pollard, Assistant Secretary  
Daniel Mushen, Assistant Secretary

all of whom were present, thus constituting a quorum.

Also present was Chad Walker and Cameron Silvernail of Quiddity Engineering, LLC ("Quiddity"); Jorge Diaz of McLennan & Associates ("McLennan"); Michelle Guerrero of Bob Leared Interests, Inc. ("BLI"); Kyle Dohnam of Si Environmental, LLC ("SE"); and Gina Free and Sabrina Johnston of Schwartz, Page & Harding, L.L.P. ("SPH"). Ricardo Martinez of Martinez Architects ("Martinez") entered later in the meeting as noted herein.

Following the roll call, the President called the meeting to order and declared it open for such business as might regularly come before the Board.

**PUBLIC COMMENTS**

The Board deferred consideration of public comments after noting that no members of the public were in attendance.

**APPROVAL OF MINUTES**

The Board considered approval of the minutes of the Board meeting held on March 28, 2023. Following discussion, Director Vowell moved that the minutes of the March 28, 2023, meeting be approved, as written. Director Langley seconded said motion, which unanimously carried.

**BOOKKEEPER'S REPORT**

Mr. Diaz presented to and reviewed with the Board the Bookkeeper's Report, dated April 25, 2023, a copy of which is attached hereto as **Exhibit A**, including the disbursements presented for payment from the District's various accounts, and the District's Investment Report for the period ended March 31, 2023. Following review, Director Vowell moved that the Bookkeeper's Report be approved, and the disbursements identified therein be approved for payment, including

check nos. 10802 and 10803, which were not included in the Bookkeeper's Report. Director Pollard seconded said motion, which carried unanimously.

### **PRESENTATION FROM MUNICIPAL FINANCIAL SERVICES ("MFS") REGARDING EVO REPORT PROGRAM**

Ms. Foss presented to and reviewed with the Board the EVO Metrics Report and the EVO Financial Transparency Report for the District, copies of which are attached hereto as **Exhibit B**. She then responded to questions from the Board.

### **TAX ASSESSOR-COLLECTOR'S REPORT**

Ms. Guerrero reviewed the Tax Assessor-Collector's Report for the month of March 2023, a copy of which is attached hereto as **Exhibit C**, including the disbursements presented for payment. After discussion, Director Vowell moved that the Tax Assessor-Collector's Report be approved and the disbursements identified in the Report be approved for payment. Director Pollard seconded said motion, which unanimously carried.

### **RESOLUTION AUTHORIZING AN ADDITIONAL PENALTY ON DELINQUENT REAL PROPERTY TAXES**

The Board next considered the adoption of a Resolution Authorizing an Additional Penalty on Delinquent Real Property Taxes. Ms. Free advised that the Board is authorized pursuant to Section 33.07 of the Texas Tax Code, as amended, to impose, under certain conditions on July 1, an additional penalty not to exceed twenty percent (20%) of the total taxes, penalty and interest due the District on real property taxes that remain delinquent as of July 1 of the year in which they became delinquent. After further discussion, it was moved by Director Mushen, seconded by Director Pollard, and unanimously carried, that the Resolution Authorizing an Additional Penalty on Delinquent Real Property Taxes, attached hereto as **Exhibit D**, be adopted by the District, and that Perdue, Brandon, Fielder, Collins & Mott, L.L.P. ("Perdue") be authorized to proceed with the collection of the District's 2022 delinquent real property tax accounts on July 1, 2023, subject to proper notice having been given as provided in said Resolution, including the filing of lawsuits as necessary.

### **DELINQUENT TAX COLLECTIONS ATTORNEY'S REPORT**

The Board next considered the Delinquent Tax Collections Attorney's Report (the "Delinquent Report") from Perdue, a copy of which is attached hereto as **Exhibit E**. In that regard, Ms. Free presented to and reviewed said Delinquent Report with the Board. After discussion, the Board concurred that no action was required.

### **ENGINEER'S REPORT**

Mr. Walker presented to and reviewed with the Board the Engineer's Report dated April 25, 2023, a copy of which is attached hereto as **Exhibit F**, relative to the status of various projects within the District. In connection therewith, he presented to and reviewed with the Board a scope

memo and cost estimate for design services in connection with the proposed Water Well No. 2 generator addition, a copy of which is included with the Engineer's Report. Following discussion, the Board concurred to defer action in connection with said scope memo at this time.

Mr. Walker then presented to and reviewed with the Board results from the Annual Water Plant Inspection, a copy of which is included with the Engineer's Report. He further advised the Board that additional information would be presented in connection with said results at its next Board meeting. Following discussion, the Board requested that Quiddity prepare an updated Capital Improvement Plan for review at its next Board meeting.

Mr. Walker then advised the Board that the District is required to perform a lead service line inventory of its public and private water systems and submit said inventory to the Texas Commission on Environmental Quality ("TCEQ") by October 16, 2024. He then presented to and reviewed with the Board a scope memo for completion of said lead service line inventory, a copy of which is attached to the Engineer's Report. In connection therewith, Mr. Walker requested that the Board authorize Quiddity to proceed in accordance with the scope memo.

Mr. Walker then presented to and reviewed with the Board a scope memo and preliminary cost estimate for the Sanitary Sewer Cleaning and Televising Phase 3 project. Following discussion, the Board concurred to defer action in connection with said project, subject to receipt of the updated Capital Improvement Plan.

Mr. Walker then advised the Board of the plan review status for the development at 5418 Barker Cypress Road, Suite C. In connection therewith, he requested that the Board authorize the District's Bookkeeper to issue a refund for the remaining balance of the deposit received by the District for completion of the plan review.

Mr. Walker then advised the Board of a request received by the District for a Consent to Encroachment and Indemnity in connection with the sanitary sewer line extension to serve the Plaza at Barker.

Following a lengthy discussion, Director Vowell moved to (i) authorize Quiddity to proceed with the lead service line inventory in accordance with the scope memo for an estimated amount of \$18,000, (ii) authorize SPH to prepare a Consent to Encroachment and Indemnity for the Plaza at Barker in connection with the sanitary sewer line extension, and (iii) authorize McLennan to issue a refund to Terra Smoke in the amount of \$1,371.00. Director Pollard seconded said motion, which carried unanimously.

Mr. Martinez entered the meeting during the Engineer's Report.

**RESOLUTION ADOPTING PREVAILING WAGE RATE SCALE FOR CONSTRUCTION PROJECTS**

The Board next considered the review of an annual survey of prevailing wage rates for construction projects and the adoption of a Resolution in connection therewith. In that regard, Ms. Free reported that SPH is recommending that the District adopt the updated United States

Department of Labor ("DOL") wage rate scales for Harris County, Texas, as permitted under Section 2258.022 of the Government Code. After discussion on the matter, Director Vowell moved that the DOL wage rate scales for Harris County, Texas be adopted as the District's prevailing wage rate scales for construction projects, and that the Resolution Adopting Prevailing Wage Rate Scales for Construction Projects attached hereto as **Exhibit G**, be adopted by the Board. Director Powell seconded said motion, which unanimously carried.

### **UTILITY COMMITMENT LETTERS**

The Board deferred the issuance of utility commitments, as no requests for same had been received.

### **OPERATIONS AND MAINTENANCE REPORT**

Mr. Donham presented to and reviewed with the Board the Operations and Maintenance Report for the month of March 2023, a copy of which is attached hereto as **Exhibit H**. He then presented to and reviewed with the Board a Collections Report, a copy of which is included with the Operations and Maintenance Report. In connection therewith, Mr. Donham advised the Board that all collection efforts to date have been unsuccessful, and recommended that the Board consider authorizing SE to move the thirteen accounts reflected therein to the uncollectible roll.

Ms. Free next advised the Board that, pursuant to Consumer Confidence Report ("CCR") requirements promulgated by the United States Environmental Protection Agency and the TCEQ, the District is required to provide a report containing various information regarding the District's water supply to all customers of the District by July 1, 2023.

Following discussion, Director Vowell moved to (i) authorize the termination of accounts in accordance with the District's Rate Order, (ii) authorize SE to move thirteen (13) accounts in the total amount of \$2,930.84 to the uncollectible roll, as recommended by SE, and (iii) authorize SE to prepare a draft CCR and authorize SPH to review same for compliance with the TCEQ's regulatory requirements and its 2023 template. Director Mushen seconded said motion, which carried unanimously.

Mr. Donham next presented to and reviewed with the Board the Operator's Annual Report regarding the status of the District's Identity Theft Prevention Program (the "Program"), a copy of which is included with the Operations and Maintenance Report. In connection therewith, Mr. Donham advised the Board of the District's experience with identity theft during the prior year, and noted there were no incidents detected during such year. He advised the Board that SE is recommending that no changes be made to the District's Program at this time. After discussion on the matter, the Board concurred that no changes were necessary to the Program at this time.

Ms. Foss exited the meeting during the Operations and Maintenance Report.

**SECURITY REPORT**

Ms. Free presented the security report to the Board, a copy of which is attached hereto as **Exhibit I**. In connection therewith, Ms. Free advised the Board that the Harris County Sheriff's Office ("HCSO") is requesting advanced notice of any increases the District is considering in security coverage. Following discussion, the Board concurred to authorize SPH to contact HCSO regarding same.

**ATTORNEY'S REPORT**

The Board next considered the Attorney's Report. In connection therewith, Ms. Free advised the Board that she had nothing additional of a legal nature that was not previously discussed.

**DISCUSSION REGARDING THE PROPOSED ADMINISTRATIVE BUILDING**

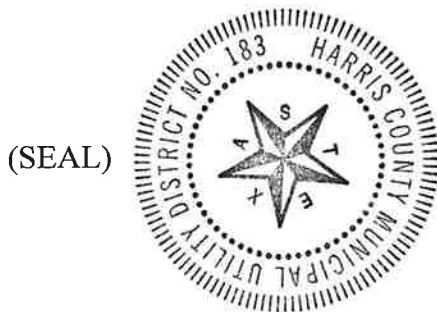
The Board next considered the status of the proposed administrative building. In connection therewith, a lengthy discussion ensued regarding the delivery method for the project and the timeline for advertising the project and awarding the construction project. A discussion ensued regarding the cost of the building and ways to reduce said costs, including bidding certain items as alternate items. A discussion ensued regarding the exterior brick. Following a lengthy discussion, the Board concurred that it proceed with the competitive sealed proposal delivery method and requested that Martinez prepare a list of items that could be removed from the project and/or bid as alternative items in order to reduce building costs.

**FUTURE AGENDA ITEMS**

The Board did not request any items be place on future agendas other than those already discussed and regular, on-going items.

**ADJOURNMENT**

There being no further business to come before the Board, upon motion made by Director Vowell, seconded by Director Mushen, and unanimously carried, the meeting was adjourned.



  
Secretary, Board of Directors

**Harris County Municipal Utility District No. 183**  
**EXHIBITS**

Exhibit A	Bookkeeper's Report
Exhibit B	EVO Report
Exhibit C	Tax Assessor-Collector Report
Exhibit D	Resolution Authorizing an Additional Penalty on Delinquent Real Property Taxes
Exhibit E	Delinquent Tax Collections Attorney Report
Exhibit F	Engineer's Report
Exhibit G	Resolution Adopting Prevailing Wage Rate Scales for Construction Projects
Exhibit H	Operations and Maintenance Report
Exhibit I	Security Report

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