

HARRIS COUNTY MUNICIPAL UTILITY DISTRICT NO. 166  
Minutes of Meeting of Board of Directors  
May 19, 2023

The Board of Directors (the "Board") of Harris County Municipal Utility District No. 166 (the "District") met in regular session, open to the public on May 19, 2023, in accordance with the duly posted Notice of Public Meeting, and the roll was called of the duly constituted officers and members of the Board, as follows:

Richard Love, President  
Nano Cox, Vice President  
Bill Grzanka, Secretary  
Lisa Mendel, Assistant Secretary  
Thomas C. Knickerbocker, Assistant Secretary

all of whom were present at the meeting with the exception of Director Mendel, thus constituting a quorum.

Also attending the meeting were Mirna Bonilla-Odums of Inframark, LLC ("Inframark"); Odett Newman of Bob Leared Interests, Inc. ("BLI"); Eve Blakemore of IDS Engineering Group ("IDS"); Ravi Patel and Maxwell Lockhart of Municipal Accounts & Consulting, L.P. ("MA&C"); Barbara Nussa of Republic Services, Inc. ("Republic"); Glenn Woodson of Storm Maintenance and Monitoring, Inc. ("SMM"); and Eric Lai and Kris Eddlemon of Schwartz, Page & Harding, L.L.P. ("SPH").

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 began by opening the meeting for public comments. There being no members of the public present, the Board continued to the next item of business.

#### **MINUTES**

The Board considered the minutes of its meeting held on April 21, 2023. After discussion, Director Grzanka moved that the minutes of the April 21, 2023, Board meeting be approved, as written. Director Knickerbocker seconded the motion, which unanimously carried.

#### **TAX ASSESSOR-COLLECTOR REPORT**

Ms. Newman presented to and reviewed with the Board the tax assessor-collector report for the month of April 2023, including the disbursements presented therein for payment from the District's tax account. A copy of the report is attached hereto as **Exhibit A**. After discussion, Director Cox moved that the tax assessor-collector report be approved and that the disbursements

identified in the report be authorized for payment from the District's tax account. Director Grzanka seconded said motion, which unanimously carried.

### **DELINQUENT TAX COLLECTIONS ATTORNEYS' REPORT**

The Board deferred review of the delinquent tax collections attorneys' report after noting that said report is presented on a quarterly basis, and that no report had been prepared for this Board meeting.

### **BOOKKEEPER'S REPORT**

Mr. Lockhart then presented to and reviewed with the Board the Bookkeeper's Report, dated May 19, 2023, including the disbursements presented for payment. A copy of the report is attached hereto as **Exhibit B**. Following discussion, it was moved by Director Grzanka that the Bookkeeper's Report be approved, and that the disbursements identified in the report be approved for payment, with the exception of check no. 7375, which was voided. Director Cox seconded the motion, which unanimously carried.

### **UNCLAIMED PROPERTY REPORT(S)**

The Board next considered the approval of Unclaimed Property Report(s) as of March 1, 2023, and authorization for MA&C and/or BLI to file the Report(s) with the State Comptroller prior to July 1, 2023. Mr. Maxwell reported that as shown in the bookkeeper's report, the District has \$216.04 to escheat to the State Comptroller. After discussion on the matter, Director Knickerbocker moved that MA&C be authorized to escheat said funds to the State Comptroller and file the Unclaimed Property Report with the State Comptroller prior to July 1, 2023. Director Cox seconded said motion, which unanimously carried.

Ms. Newman exited the meeting at this time.

### **ENGINEERING REPORT**

Ms. Blakemore next presented to and reviewed with the Board the Engineering Report prepared by IDS relative to the status of various projects within the District, a copy of which report is attached hereto as **Exhibit C**. She advised of two (2) pending back-charges to KBN, LLC. Following discussion, Director Grzanka moved that IDS and/or Inframark be authorized to back-charge KBN, LLC as discussed. Director Cox seconded the motion, which unanimously carried.

With regard to the construction of the new wastewater treatment plant, Ms. Blakemore advised that the District is in receipt of Pay Estimate No. 20 from R&B Group, Inc. in the amount of \$81,225, and that IDS recommends the Board approve the payment of same. Following discussion, Director Grzanka moved that the District approve the payment of said pay estimate, as recommended by IDS. Director Cox seconded the motion, which unanimously carried.

## **DETENTION AND DRAINAGE FACILITIES REPORT**

The Board next considered the quarterly detention and drainage facilities report by SMM. Mr. Woodson addressed the Board and presented to and reviewed with the Board a Detention Report, a copy of which is attached hereto as **Exhibit D**. No action was taken by the Board at this time.

## **OPERATIONS AND MAINTENANCE REPORT**

Ms. Bonilla-Odums presented to and reviewed with the Board the Operations and Maintenance Report for the month of April 2023, a copy of which is attached hereto as **Exhibit E**.

Ms. Bonilla-Odums requested that Inframark be authorized to transfer two (2) delinquent accounts listed on the Operations and Maintenance Report totaling \$344.43 to Collections Unlimited for collection purposes. After discussion on the matter, Director Grzanka moved that the Board authorize Inframark to transfer said accounts as listed on Inframark's report to Collections Unlimited for collection purposes. Director Cox seconded the motion, which unanimously carried.

Ms. Bonilla-Odums next requested that Inframark be authorized to write off three (3) delinquent accounts listed on the Operations and Maintenance Report as uncollectible totaling \$7.12. After discussion on the matter, Director Grzanka moved that the Board authorize Inframark to deem said accounts as uncollectible. Director Cox seconded the motion, which unanimously carried.

## **CONSUMER CONFIDENCE REPORT ("CCR")**

As the next order of business, the Board considered the approval of the form of CCR and authorizing the timely distribution of same to customers of the District. After discussion on the matter, Director Grzanka moved that such CCR be approved by the Board, subject to the review and approval of same by SPH, and that Inframark be authorized to distribute same to the District's consumers prior to the July 1, 2023, deadline. Director Cox seconded said motion, which carried unanimously.

## **REPORT BY REPUBLIC SERVICES, INC.**

Ms. Nussa presented a verbal report to the Board in connection with services provided to the District by Republic. She requested the Board's authorization for Inframark to provide residential addresses of the District's residents to Republic in order to better service the District's residents. Following discussion, Director Cox moved that Inframark be authorized to provide such residential addresses to Republic. Director Grzanka seconded the motion, which unanimously carried.

**DEVELOPERS' REPORTS**

The Board deferred consideration of the developers' reports.

**REIMBURSEMENT OF BLUSKY INTERESTS, LTD.**

The Board deferred consideration of reimbursement to Blusky Interests, Ltd. until the next meeting.

**ATTORNEY'S REPORT**

The Board next considered the attorney's report. Mr. Lai advised that he had nothing to report regarding legal matters other than those items which were previously addressed in the meeting.

**EXECUTIVE SESSION**

The Board determined it would not be necessary to enter into Closed Session pursuant to Texas Government Code, Section 551.071.

**FUTURE AGENDA ITEMS**

The Board next considered items for placement on future agendas. No specific agenda items, other than routine and ongoing matters, were requested.

**ADJOURNMENT**

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

  
Secretary

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LIST OF EXHIBITS TO MINUTES

- Exhibit A Tax Assessor Collector's Report
- Exhibit B Bookkeeper's Report
- Exhibit C Engineer's Report
- Exhibit D Detention Report
- Exhibit E Operations and Maintenance Report