

**HARRIS COUNTY MUNICIPAL UTILITY DISTRICT NO. 183**  
**Minutes of Meeting of Board of Directors**  
**May 19, 2023**

The Board of Directors (the "Board") of Harris County Municipal Utility District No. 183 (the "District") met in special 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 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, except Directors Pollard and Mushen, thus constituting a quorum. Director Pollard entered later in the meeting as noted herein.

Also present was Chad Walker and Cameron Silvernail of Quiddity Engineering, LLC ("Quiddity"); Derek Davenport of McLennan & Associates ("McLennan"); Kyle Dohnam of Si Environmental, LLC ("SE"); Ricardo Martinez of Martinez Architects ("Martinez"); and Gina Free and Sabrina Johnston of Schwartz, Page & Harding, L.L.P. ("SPH"). Odette Newman of Bob Leared Interests, Inc. 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.

**DISCUSSION REGARDING THE PROPOSED ADMINISTRATIVE BUILDING**

The Board next considered the status of the proposed administrative building. In connection therewith, Mr. Martinez presented to and reviewed with the Board various items that could be removed from the project and/or bid as alternative items in order to reduce building costs. Discussion ensued regarding each proposed alternate. Following a lengthy discussion, the Board concurred to proceed with the project and the specifications for same as previously prepared, and without alternative items. Ms. Free then reminded the Board that it previously agreed to proceed with the competitive sealed proposal delivery method. Following discussion, Director Alvarado moved to authorize Martinez to (i) proceed with the preparation of the bid documents and contract for the administrative building, as discussed, (ii) authorize McEown Law, PLLC to review said bid documents and contract, and (iii) proceed with advertisement in August 2023. Director Vowell seconded said motion, which carried unanimously.

Director Pollard and Ms. Newman entered the meeting during the above discussion.

Mr. Martinez exited the meeting at this time.

### **APPROVAL OF MINUTES**

The Board next considered approval of the minutes of the special Board meeting held on April 24, 2023, and the regular Board meeting held on April 25, 2023. Revisions to the minutes of the April 25, 2023, were noted. Following discussion, Director Alvarado moved that the minutes of the special Board meeting held on April 24, 2023, be approved, as written, and the minutes of the regular Board meeting held on April 25, 2023, be approved, as revised. Director Vowell seconded said motion, which unanimously carried.

### **BOOKKEEPER'S REPORT AND INVESTMENT REPORT**

Mr. Davenport then presented to and reviewed with the Board the Bookkeeper's Report, dated May 19, 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 April 30, 2023. Mr. Davenport also presented a draft Operating Budget for the District's fiscal year ending June 30, 2024, a copy of which is included with **Exhibit A**. He requested that the Directors and consultants review same and provide McLennan with any comments prior to the next meeting.

Following review, Director Alvarado moved that (i) the Bookkeeper's Report be approved, (ii) the disbursements identified therein be approved for payment, including check nos. 10831 and 10832, which were not included in the Bookkeeper's Report, and excluding check no. 10824, which was voided, and (iii) the Investment Report for the reporting period ended April 30, 2023, be approved. Director Vowell seconded said motion, which unanimously carried.

### **UNCLAIMED PROPERTY REPORT**

The Board next considered approval of an Unclaimed Property Report as of March 1, 2023, and the filing of same with the Texas Comptroller of Public Accounts (the "Comptroller") prior to July 1, 2023. In connection therewith, Mr. Davenport presented to and reviewed with the Board a report detailing \$1,076.73 of unclaimed property for the reporting period, a copy of which Report is attached hereto as **Exhibit B**. Ms. Newman then advised the Board that there was no unclaimed property in the District's tax accounts for the reporting period. After discussion, Director Alvarado moved that McLennan be authorized to file an Unclaimed Property Report with the Comptroller prior to July 1, 2023, and remit said unclaimed property to the Comptroller. Director Vowell seconded said motion, which unanimously carried.

### **APPROVAL OF ENGAGEMENT LETTER FOR YIELD RESTRICTION SERVICES**

Ms. Free next informed the Board that an Arbitrage Rebate Report ("Report") is required in connection with the District's \$2,740,000 Unlimited Tax Bonds, Series 2018. In connection therewith, Ms. Free presented to and reviewed with the Board an engagement letter from Arbitrage

Compliance Specialists, Inc. ("ACS") to prepare said Report, a copy of which is attached hereto as **Exhibit C**. After discussion, Director Alvarado moved that (i) the engagement letter be approved and the President be authorized to execute same on behalf of the Board and the District, and (ii) the Texas Ethics Commission ("TEC") Form 1295 submitted by ACS be accepted by the District and SPH be authorized to acknowledge the District's receipt of same with the TEC. Director Langley seconded the motion, which carried unanimously.

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

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

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

The Board deferred consideration of a Delinquent Tax Collections Attorney's Report after noting that no report was received from Perdue, Brandon, Fielder, Collins & Mott, L.L.P.

### **ENGINEER'S REPORT**

Mr. Walker presented to and reviewed with the Board the Engineer's Report dated May 19, 2023, a copy of which is attached hereto as **Exhibit E**, relative to the status of various projects within the District. Following discussion, the Board noted that no action was required in connection with the Engineer's Report at this time.

### **UTILITY COMMITMENT LETTERS**

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

### **RATIFICATION OF RESOLUTION ADOPTING PREVAILING WAGE RATE SCALE FOR CONSTRUCTION PROJECTS**

The Board next considered ratifying its prior approval of the Resolution Adopting Prevailing Wage Rate Scales for Construction Projects, an annual survey of prevailing wage rates for construction projects. After discussion on the matter, Director Alvarado moved to ratify the Board's prior adoption of (i) the updated United States Department of Labor ("DOL") wage rate scales for Harris County, Texas as the District's prevailing wage rate scales for construction projects, and (ii) the Resolution Adopting Prevailing Wage Rate Scales for Construction Projects. Director Vowell seconded said motion, which unanimously carried.

### **OPERATIONS AND MAINTENANCE REPORT**

Mr. Donham 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 F**. He advised

that the motor at Booster Pump No. 1 at Water Plant No. 1 is in need of repair or replacement. In connection therewith, he presented to and reviewed with the Board a proposal to repair said motor for an estimated cost of \$6,112.80 and a proposal to replace said motor for an estimated cost of \$8,823.21. A copy of the proposal is attached to the Operations and Maintenance Report.

Mr. Donham then presented to and reviewed with the Board the District's 2022 Consumer Confidence Report ("CCR") prepared by SE, a copy of which is included with the Operations and Maintenance Report.

The Board next considered the condition of the District's name signs. In connection therewith, the Board requested a proposal for the purchase and installation of new name signs.

Following discussion, Director Alvarado moved to (i) authorize SE to proceed with the replacement of the motor at Booster Pump No. 1 at an estimated cost of \$8,823.21, as recommended by SE, (ii) authorize the termination of accounts in accordance with the District's Rate Order, (iii) approve the CCR, subject to SPH final review and approval, and authorize distribution of same to the District's customers by July 1, 2023, and (iv) authorize SE to prepare a proposal for the purchase and installation of new District name signs. Director Vowell seconded said motion, which carried unanimously.

### **SECURITY REPORT**

Ms. Free presented the security report to the Board, a copy of which is attached hereto as **Exhibit G**.

### **COMMUNICATION WITH DISTRICT RESIDENTS**

The Board next considered communication with the District's residents. In connection therewith, Director Langley suggested including information highlighting the District's accomplishments in customer bills. Following discussion, the Board requested additional information regarding the cost of including said information on customer bills and recommendations for the information to be included.

### **ATTORNEY'S REPORT**

The Board next considered the Attorney's Report. In connection therewith, Ms. Free presented to and reviewed with the Board a Notice of New Authority Encroachment Policy effective April 12, 2023, received from the West Harris County Regional Water Authority, a copy of which is attached hereto as **Exhibit H**. Following discussion, the Board noted that no action was required of the Board in connection with said Notice.

### **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 Pollard, and unanimously carried, the meeting was adjourned.

  
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Secretary, Board of Directors

(SEAL)



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

- Exhibit A      Bookkeeper's Report
- Exhibit B      Unclaimed Property Report
- Exhibit C      Engagement Letter for Yield Restriction Services
- Exhibit D      Tax Assessor-Collector Report
- Exhibit E      Engineer's Report
- Exhibit F      Operations and Maintenance Report
- Exhibit G      Security Report
- Exhibit H      West Harris County Regional Water Authority Notice

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