

HARRIS COUNTY MUNICIPAL UTILITY DISTRICT NO. 166  
Minutes of Meeting of Board of Directors  
February 16, 2024

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 February 16, 2024, 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"), who entered later in the meeting as noted herein; Odett Newman of Bob Leared Interests, Inc. ("BLI"); Eve Blakemore of IDS Engineering Group ("IDS"); Putri Tesalonika of Municipal Accounts & Consulting, L.P. ("MA&C"); Barbara Nussa of Republic Services, Inc. ("Republic"); 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 January 19, 2024. After discussion, Director Grzanka moved that the minutes of the January 19, 2024, Board meeting be approved, as written. Director Cox seconded the motion, which unanimously carried.

### **CONTINUING DISCLOSURE REPORT**

The Board deferred review of the continuing disclosure report, until the next meeting.

## TAX ASSESSOR-COLLECTOR REPORT

Ms. Newman presented to and reviewed with the Board the tax assessor-collector report for the month of January 2024, 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 Grzanka 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 Cox seconded said motion, which unanimously carried.

Ms. Bonilla-Odums entered the meeting at this time.

## 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.

## ADOPTION OF RESOLUTION CONCERNING DEVELOPED DISTRICT STATUS FOR 2024 TAX YEAR

Mr. Lai reminded the Board that the tax-rate setting procedures applicable to a particular district will depend, in part, upon whether it is determined to be a "Developed District" pursuant to Texas Water Code Section 49.23602. He then reviewed with the Board a Resolution Concerning Developed District Status for the 2024 Tax Year, attached hereto as **Exhibit B**. Following discussion, upon motion made by Director Grzanka, seconded by Director Cox and unanimously carried, the attached Resolution was adopted by the Board, which reflects that the District is not a Developed District.

## BOOKKEEPER'S REPORT

Ms. Tesalonika addressed the Board and advised that she would be the District's representative on behalf of MA&C going forward. She then presented to and reviewed with the Board the Bookkeeper's Report, dated February 16, 2024, including the disbursements presented for payment. A copy of the report is attached hereto as **Exhibit C**. 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. 7553, which was voided. Director Cox seconded the motion, which unanimously carried.

Ms. Tesalonika additionally presented to and reviewed with the Board a Quarterly Investment Inventory Report (the "Quarterly Report") for the period ending December 31, 2023, a copy of which is included with **Exhibit C**. After further discussion of the Report and upon motion duly made by Director Grzanka, seconded by Director Cox and unanimously carried, the Quarterly Report was approved and the District's Investment Officer was authorized to execute same on behalf of the Board and the District.

## 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 D**. She advised that the water well pump located at Joint Water Plant No. 1 has failed, and that Harris County Municipal Utility District No. 276 has authorized replacement of the pump at a total cost of approximately \$331,979.00. Ms. Blakemore noted that an insurance claim has been filed, and that the District's share of the project is 44.43%.

## ANNUAL REVIEW OF WAGE RATE SCALE

Mr. Lai next presented to the Board for review and approval a Resolution Adopting Prevailing Wage Rate Scale for Construction Projects, attached hereto as **Exhibit E**. He reviewed various provisions of the Resolution with the Board. Mr. Lai informed the Board that the District previously adopted the U.S. Department of Labor's wage rates, which have recently been updated. After discussion and consideration of the proposed Resolution, Director Grzanka moved that the Board adopt the Resolution with Exhibit "A" to same reflecting the updated wage rates for the U.S. Department of Labor and that the President and Secretary be authorized to execute same on behalf of the Board and the District. Director Knickerbocker seconded said motion, which unanimously carried.

## UTILITY COMMITMENT(S)

Mr. Lai next reported that the District has not received any new requests for utility commitments.

## DETENTION AND DRAINAGE FACILITIES REPORT

The Board deferred review of a detention and drainage facilities report.

## OPERATIONS AND MAINTENANCE REPORT

Ms. Bonilla-Odums presented to and reviewed with the Board the Operations and Maintenance Report for the month of January 2024, a copy of which is attached hereto as **Exhibit F**. She presented a completed water usage reporting form to be delivered to the West Harris County Regional Water Authority (the "Authority") relative to the District's annual groundwater pumpage information, a copy of which form is included with **Exhibit F**. After discussion, on motion made by Director Grzanka and seconded by Director Knickerbocker, the Board voted unanimously to authorize Inframark to submit the water usage reporting form to the Authority prior to the deadline, and that the President be authorized to execute same on behalf of the Board and the District.

Mr. Lai discussed with the Board the requirements of Title 30, Section 288.30 of the Texas Administrative Code for retail public water suppliers such as the District to review and, if appropriate, revise their Drought Contingency Plan (the "DCP") and Water Conservation Plan ("WCP") not later than May 1, 2024, and every five years thereafter. He requested that the Board

consider authorizing Inframark and IDS to review the District's DCP and WCP for any required updates. After discussion, Director Knickerbocker moved that Inframark and IDS be authorized to review the District's DCP and WCP for any required updates. Director Cox seconded the motion, which unanimously carried.

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

Ms. Nussa presented a verbal report to the Board in connection with services provided to the District by Republic. No action was taken by the Board at this time.

### **DEVELOPERS' REPORT(S)**

The Board noted that no representatives of any District developers were in attendance at the meeting.

### **RENEWAL OF DISTRICT INSURANCE POLICIES**

The Board considered renewal of the District's insurance coverages. Mr. Lai advised the Board that, as requested at the previous meeting, SPH requested a renewal proposal from Arthur J. Gallagher & Co. ("AJG") for the Board's consideration. He advised the Board that the District's current insurance policies are due to expire on March 31, 2024. Following discussion, Director Knickerbocker moved that the Board accept the AJG insurance renewal proposal, a copy of which is attached hereto as **Exhibit G**, and that the President be authorized to execute same on behalf of the Board and the District. Director Grzanka seconded the motion, which unanimously carried.

### **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 Resolution Concerning Developed District Status for the 2024 Tax Year
- Exhibit C Bookkeeper's Report
- Exhibit D Engineer's Report
- Exhibit E Resolution Adopting Prevailing Wage Rate Scale for Construction Projects
- Exhibit F Operations and Maintenance Report
- Exhibit G Renewal proposal from Arthur J. Gallagher & Co.