

HARRIS COUNTY MUNICIPAL UTILITY DISTRICT NO. 166
Minutes of Meeting of Board of Directors
April 19, 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 April 19, 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, 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"); 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 March 15, 2024. After discussion, Director Cox moved that the minutes of the March 15, 2024, Board meeting be approved, as written. Director Grzanka 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 March 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.

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.

RESOLUTION AUTHORIZING 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. Mr. Lai 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 become delinquent. After discussion, it was moved by Director Grzanka, seconded by Director Cox and unanimously carried, that the Resolution Authorizing an Additional Penalty on Delinquent Real Property Taxes, attached hereto as **Exhibit B**, be adopted by the Board.

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 April 19, 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. Director Cox seconded the motion, which unanimously carried.

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**. No action was taken by the Board at this time.

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 next considered a Detention and Drainage Facilities Report from Storm Maintenance and Monitoring, Inc. ("SMM"). In that regard, Mr. Lai distributed a report provided by SMM, a copy of which is attached hereto as **Exhibit E**. 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 March 2024, a copy of which is attached hereto as **Exhibit F**. She reported with regard to an appeal of District charges received from customer account no. 166002204. She advised that the customer has requested waiver of a late fee of \$5.40 on their account due to an alleged late delivery of the customer's water bill by the post office. After discussion on the matter and consideration of the relevant facts and circumstances, Director Grzanka moved that the customer's request be approved but that any future requests for a waiver from such customer for the same reason would be denied. Director Knickerbocker seconded the motion, which unanimously carried.

Ms. Bonilla-Odums requested that Inframark be authorized to transfer two (2) delinquent accounts listed on the Operations and Maintenance Report totaling \$149.67 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 Knickerbocker seconded the motion, which unanimously carried.

IDENTITY THEFT PREVENTION PROGRAM

The Board then considered review of the District's Identity Theft Prevention Program (the "Program"). In connection therewith, Ms. Bonilla-Odums presented Inframark's annual report (included with **Exhibit F**) and advised the Board regarding the District's experience with identity theft during the prior year, current identity theft methods, the types of accounts maintained by the District and the District's business arrangements with other entities. Ms. Bonilla-Odums recommended that no changes be made to the District's Program. After discussion on the matter, the Board concurred that no changes were necessary to the District's Program at this time.

WATER CONSERVATION PLAN ("WCP")

Mr. Lai next 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 WCP no later than May 1, 2024, and every five years thereafter. He further advised that no changes are being recommended by Inframark to the District's WCP at this time. After discussion, Director Grzanka moved that the District adopt the Resolution Regarding Review of Water Conservation Plan, attached hereto as **Exhibit G**. Director Knickerbocker seconded such motion, which passed unanimously.

DROUGHT CONTINGENCY PLAN ("DCP")

Mr. Lai next 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 DCP no later than May 1, 2024, and every five years thereafter. He further advised that no changes are being recommended by Inframark to the District's DCP at this time. After discussion, Director Grzanka moved that the District adopt the Resolution Regarding

Review of Drought Contingency Plan, attached hereto as **Exhibit H**. Director Knickerbocker seconded such motion, which passed 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. 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.

ATTORNEY'S REPORT

The Board next considered the attorney's report. Mr. Lai presented to and discussed with the Board a memorandum prepared by SPH, a copy of which is attached hereto as **Exhibit I**, regarding the use of social media by public officials. In connection therewith, Mr. Lai advised the Board that directors should exercise caution when posting about District-related matters on their personal social media pages in light of recent U.S. Supreme Court cases, as further discussed in the memorandum.

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.


ASST. Secretary

LIST OF EXHIBITS TO MINUTES

- Exhibit A Tax Assessor Collector's Report
- Exhibit B Resolution Authorizing an Additional Penalty on Delinquent Real Property Taxes
- Exhibit C Bookkeeper's Report
- Exhibit D Engineer's Report
- Exhibit E Detention and Drainage Facilities Report
- Exhibit F Operations and Maintenance Report
- Exhibit G Resolution Regarding Review of Water Conservation Plan
- Exhibit H Resolution Regarding Review of Drought Contingency Plan
- Exhibit I Memorandum prepared by Schwartz, Page & Harding, L.L.P.