

**HARRIS COUNTY MUNICIPAL UTILITY DISTRICT NO. 183**  
**Minutes of Meeting of Board of Directors**  
**April 23, 2024**

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 23, 2024, 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 Director Vowell, thus constituting a quorum.

Also present was Chad Walker and Cameron Silvernail of Quiddity Engineering, LLC ("Quiddity"); Derek Davenport of McLennan & Associates ("McLennan"); Michelle Guerrero of Bob Leared Interests, Inc. ("Leared"); Karl Skarboszewski and Chris Wilson of Si Environmental, LLC ("SE"); and Gina Free and Sabrina Johnston of Schwartz, Page & Harding, L.L.P. ("SPH").

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

**PUBLIC COMMENTS**

The Board began by opening the meeting for public comments. The Board deferred consideration of comments from the public, as none were presented.

**APPROVAL OF MINUTES**

The Board next considered approval of the minutes of the Board meeting held on March 26, 2024. Following discussion, Director Mushen moved that the minutes of the March 26, 2024 meeting be approved, as written. Director Pollard seconded said motion, which unanimously carried.

**BOOKKEEPER'S REPORT AND INVESTMENT REPORT**

Mr. Davenport presented to and reviewed with the Board the Bookkeeper's Report, dated April 23, 2024, 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, 2024, a copy of which is included with the Bookkeeper's Report. Ms. Free noted corrections to the expenditure of the Series 2018 bond proceeds detailed on page 10 of the Bookkeeper's Report. Following discussion, Director Pollard moved that (i) the Bookkeeper's Report be approved, (ii) the disbursements identified therein be approved for

payment, except check no. 11340, which was voided, and (iii) the Investment Report for the reporting period ended March 31, 2024, be approved, and the District's Investment Officer be authorized to execute same on behalf of the Board and the District. Director Mushen 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 Langley, seconded by Director Pollard, and unanimously carried, that the Resolution Authorizing an Additional Penalty on Delinquent Real Property Taxes, attached hereto as **Exhibit B**, 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 2023 delinquent real property tax accounts on July 1, 2024, subject to proper notice having been given as provided in said Resolution, including the filing of lawsuits as necessary.

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

Ms. Guerrero then reviewed the Tax Assessor-Collector's Report for the month of March 2024, a copy of which is attached hereto as **Exhibit C**, including the disbursements presented for payment. After discussion, Director Mushen 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.

### **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 D**. In that regard, Ms. Free presented to and reviewed said Delinquent Report with the Board. Following discussion, Director Alvarado moved to authorize Perdue to move three (3) accounts to the uncollectible roll in the total amount of \$2,844.50, as recommended by Perdue. Director Langley seconded said motion, which carried unanimously.

### **OPERATIONS AND MAINTENANCE REPORT**

Mr. Wilson 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 E**. A lengthy discussion ensued in connection with inaccurate meter readings and concerns from affected customers. Mr. Wilson responded to the Board's questions in connection with SE's policies and procedures for ensuring accuracy when reading meters in the District. The Board requested that

SE provide the Board with additional information and proposed solutions regarding meter testing and quality control at the Board's next meeting.

Mr. Wilson next advised the Board of the status of SE's investigation into the cause(s) of the District's recent water accountability issues, including the main line break in the District that was discovered and repaired. A discussion ensued regarding the various factors which contributed to said accountability issues. The Board then requested that SE provide a copy of SE's policies and procedures for inspecting the District's facilities, responding to issues discovered, and evaluating improvements to SE's inspection and response procedures. Mr. Wilson advised the Board that the requested information would be provided to the Board prior to its next meeting.

Ms. Free next advised the Board that, pursuant to Consumer Confidence Report ("CCR") requirements promulgated by the United States Environmental Protection Agency and the Texas Commission on Environmental Quality, the District is required to provide a report containing various information regarding the District's water supply to all District customers by July 1, 2024.

Following discussion, Director Mushen moved to (i) authorize the termination of accounts in accordance with the District's Rate Order, and (ii) authorize SE to prepare a draft CCR for Board and consultant review. Director Pollard seconded said motion, which carried unanimously.

Mr. Wilson 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. Wilson 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.

### **STATUS OF REVIEW OF WATER CONSERVATION PLAN**

The Board considered the status of the review of the District's Water Conservation Plan ("WCP"). In connection therewith, Mr. Walker advised the Board that Quiddity is in the process of preparing recommended revisions to the District's WCP for the Board's review.

### **REVIEW AND ADOPTION OF REVISED DROUGHT CONTINGENCY PLAN**

Ms. Free 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") not later than May 1, 2009, and every five years thereafter. Mr. Walker advised that Quiddity has reviewed the District's current DCP and discussed recommended revisions to same. In that regard, Ms. Free presented a revised DCP which incorporates Quiddity's comments to same. Following discussion on the DCP and the recommended revisions thereto, Director Mushen moved that the District approve the amended DCP and adopt the Resolution Regarding Review of Drought Contingency Plan attached hereto as **Exhibit F**. Director Langley seconded such motion, which passed unanimously.

## **AMENDMENT TO THE DISTRICT'S RATE ORDER**

Mr. Wilson then advised the Board of SE's delinquent account collection process, including the calculation of minimum payments due from the District's customers in order to avoid termination, as requested by the Board at last month's meeting. A discussion ensued regarding proposed amendments to the District's Rate Order to address delinquent accounts and deposits. Following discussion, Director Langley moved that (i) the District's Rate Order be amended to include a deposit for residential homeowners in the amount of \$100.00, and to increase the required deposit for residential lessee or renters from \$100.00 to \$125.00, effective April 23, 2024, and (ii) all prior Rate Orders be revoked. Director Pollard seconded said motion, which unanimously carried. The amended Rate Order attached hereto as **Exhibit G**.

## **ENGINEER'S REPORT**

Mr. Walker next presented to and reviewed with the Board the Engineer's Report dated April 18, 2024, a copy of which is attached hereto as **Exhibit H**, relative to the status of various projects within the District, and discussed the matters contained therein. In connection with the Phase III Sanitary Sewer Cleaning and Televising Project, Mr. Walker advised that CSI Consolidated LLC dba AIMS Companies ("CSI Consolidated") has requested authorization to work on Saturdays. Following discussion, the Board concurred that said request from CSI Consolidated be denied at this time. Following further discussion, Director Pollard moved that the Engineer's Report and all action items listed therein be approved, as recommended by Quiddity, including: (i) authorization for Quiddity to proceed with the solicitation of bids for the Remote Water Well No. 2 Generator Addition project; (ii) authorization for Quiddity to award the construction contract for the 2023 Water Plant No. 1 Improvements project to W.W. Payton Corporation in the amount of \$308,000.00, subject to SPH's review of the payment and performance bonds and insurance certificates submitted in connection therewith, (iii) acceptance of any corresponding Texas Ethics Commission ("TEC") Form 1295s required in connection with said contract; (iv) approval of invoices in the amount of \$10,853.15 from NT Security for purchase and installation of security cameras at Water Plant No. 1 and Remote Water Well No. 2, as reflected in the Bookkeeper's Report; (v) approval of the agreement between the District and Coreveillance for video monitoring services at Water Plant No. 1 and Remote Water Well No. 2, subject to final review and approval by SPH and receipt of the corresponding TEC Form 1295 from Coreveillance. Director Mushen seconded said motion, which carried unanimously.

## **UTILITY COMMITMENT LETTERS**

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

## **DISCUSSION REGARDING THE PROPOSED ADMINISTRATIVE BUILDING**

The Board next considered the status of the proposed administrative building. Following a lengthy discussion, Director Langley moved to (i) terminate the Agreement for Architectural Services (the "Agreement") between the District and Martinez Architects, LP ("Martinez"), and (ii) authorize SPH to prepare and send a notice of termination to Martinez on the District's behalf

in accordance with the terms of said Agreement. The motion was seconded by Director Pollard, and with Directors Langley, Pollard, and Mushen voting in favor of such motion, and with Director Alvarado abstaining, the motion passed.

### **SECURITY REPORT**

Ms. Free presented the security report to the Board, a copy of which is attached hereto as **Exhibit I**. Director Mushen then advised the Board of necessary repairs to the gates at the District's water plant facilities. Following discussion, Director Langley moved to authorize SE to proceed with the necessary repairs to the gates at the District's facilities. Director Mushen seconded said motion, which carried unanimously.

Ms. Free then discussed correspondence received from the Harris County Sheriff's Office ("HCSO") requesting notice of any change in the District's security coverage for upcoming contract renewals and providing the increased rates, effective October 1, 2024. A discussion ensued regarding security coverage in the District, including coverage by the District's independent security officers and the HCSO deputy.

Director Alvarado recommended that the District add an additional HCSO deputy at 100% for the nighttime shift. Additional discussion ensued regarding the independent security officers nighttime shift coverage and the Windsong Community Association's ("Windsong HOA") financial contribution for said independent security officer. Director Alvarado further advised that the Windsong HOA previously indicated that it would be willing to pay for 50% of a HCSO deputy. Following discussion, the Board requested additional information regarding the cost of any changes and whether the Windsong HOA would be willing to finance the additional cost of a HCSO deputy at 100%.

### **ATTORNEY'S REPORT**

The Board next considered the Attorney's Report. In connection therewith, Ms. Free advised the Board of a request for a donation received from the Windsong Windbreakers Swim Team in the amount of \$1,523. Following discussion, Director Pollard moved to authorize said donation. Director Langley seconded said motion, which carried unanimously.

### **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 Alvarado, seconded by Director Langley, and unanimously carried, the meeting was adjourned.

  
Secretary, Board of Directors

(SEAL)



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

- Exhibit A Bookkeeper's Report
- Exhibit B Resolution Authorizing an Additional Penalty on Delinquent Real Property Taxes
- Exhibit C Tax Assessor-Collector Report
- Exhibit D Delinquent Tax Collections Attorney Report
- Exhibit E Operations and Maintenance Report
- Exhibit F Resolution Regarding Review of Drought Contingency Plan
- Exhibit G Rate Order effective April 23, 2024
- Exhibit H Engineer's Report
- Exhibit I Security Report

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