

**HARRIS COUNTY MUNICIPAL UTILITY DISTRICT NO. 183**  
**Minutes of Meeting of Board of Directors**  
**June 25, 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 June 25, 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:

Anthony (Jerry) Langley, President  
Rudy Alvarado, Vice President  
Chad Vowell, Secretary  
Robert Pollard, Assistant Secretary  
Daniel Mushen, Assistant Secretary

all of whom were present, 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 Interest, Inc. ("Leared"); Avni Patel of Forvis Mazars, LLP ("Forvis"); Corey Andujar of Si Environmental, LLC ("SE"); Barry Hards of Texas Groundworks Management, Inc. ("TGM"); and Gina Free, Kendall Dicke, Sabrina Johnston, and MyMy Pham 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. Barry Hards addressed the Board regarding the services provided by TGM. The Board explained that the District only maintains its water plant sites.

Mr. Hards thanked the Board and exited the meeting.

**APPROVAL OF MINUTES**

The Board next considered approval of the minutes of the Board meeting held on May 28, 2024. Director Langley requested that SPH provide additional detail on the discussion related to park facilities. The Board deferred approval of the minutes.

**BOOKKEEPER'S REPORT AND INVESTMENT REPORT**

Mr. Davenport presented to and reviewed with the Board the Bookkeeper's Report dated June 25, 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 May 31, 2024, a copy of which is included with the Bookkeeper's Report. Following discussion, Director Vowell moved that (i) the Bookkeeper's Report be approved, and (ii) the disbursements identified therein be approved for payment. Director Mushen seconded said motion, which unanimously carried.

### **OPERATING BUDGET FOR FISCAL YEAR ENDING JUNE 30, 2025**

Mr. Davenport then presented and reviewed with the Board a proposed operating budget for the District's fiscal year ending June 30, 2025, a copy of which is included with the Bookkeeper's Report. A lengthy discussion ensued regarding necessary revisions to the budget. After discussion, Director Vowell moved to approve the budget, subject to the following revisions: (i) line item 14301 (Maintenance Tax Collections) be increased to \$885,121, (ii) line item 15902 (Transfer from Capital Projects) be increased to \$782,000 to reflect the anticipated transfers from the District's Capital Projects fund, (iii) line items 17913, 17914, and 17915 (Sanitary Sewer Extensions and Feasibility Study, as applicable) be removed from the budget, (iv) the affected subtotals and totals be updated, and (v) the line item reflecting a transfer from the previous year's surplus be removed. The motion was seconded by Director Mushen and carried unanimously. Mr. Davenport advised that he will circulate a copy of the revised budget that was approved later today. Ms. Free further advised that the revised approved budget will be attached to the minutes with **Exhibit A**.

### **ENGAGEMENT OF FORVIS TO PREPARE FINANCIAL STATEMENTS AND AUDIT REPORT FOR THE DISTRICT'S FINANCIAL YEAR ENDING JUNE 30, 2024**

The Board next considered the engagement of an auditor to prepare the District's audit report for its fiscal year ending June 30, 2024. In connection therewith, Ms. Patel presented to and reviewed with the Board a proposed engagement letter from Forvis to prepare the audit report for the District's fiscal year ending June 30, 2024, a copy of which is attached hereto as **Exhibit B**. She advised that the estimated cost to prepare the audit is \$19,000 plus an administrative fee of \$1,100 to cover various out-of-pocket expenses. Following discussion, Director Langley moved that Forvis' engagement letter be approved, the President be authorized to execute same, and Forvis' Texas Ethics Commission ("TEC") Form 1295 be approved and SPH be authorized to acknowledge the receipt of same with the TEC. Director Vowell seconded said motion, which unanimously carried.

Ms. Patel also advised the Board of Forvis's recent name change from Forvis, LLP to Forvis Mazars, LLP.

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

Ms. Guerrero then reviewed the Tax Assessor-Collector's Report for the month of May 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 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., the District's Delinquent Tax Collections Attorney.

## **OPERATIONS AND MAINTENANCE REPORT**

Mr. Andujar next presented to and reviewed with the Board the Operations and Maintenance Report for the month of May 2024, a copy of which is attached hereto as **Exhibit D**.

Mr. Andujar reminded the Board that it asked about the status of the District's meter replacement program at its last meeting. In connection therewith, he advised that SE stopped replacing meters in 2021 due to COVID and supply chain issues. He advised that there are approximately 79 meters that are registering over 1.6 million gallons metered and approximately 15 meters that will register over 1.6 million gallons metered in the next few months. Following discussion, Director Mushen moved that the Board approve SE to replace approximately 100 meters that are registering over or around 1.6 million gallons metered. Director Alvarado seconded said motion, which unanimously carried. The Board then requested that (i) SE determine the number of meters that have registered over 1 million gallons metered, and (ii) provide the Board with the replacement cost for each individual meter, the total replacement cost for those meters registering over 1.6 million gallons metered, and the replacement cost for those meters registering over 1 million gallons metered.

Discussion then ensued regarding multiple repairs over the last few months at or near Glenledi Drive. Director Langley inquired whether there were any issues with the repairs that were previously completed, and if the newest leak was caused by the previous repair. Mr. Andujar and Mr. Walker advised that SE and Quiddity will investigate same and report back to the Board.

## **ENGINEER'S REPORT**

Mr. Walker next presented to and reviewed with the Board the Engineer's Report dated June 19, 2024, a copy of which is attached hereto as **Exhibit E**.

Mr. Walker then presented to and discussed with the Board the updated ten (10) year Capital Improvement Plan ("CIP") program. After discussion, Director Vowell moved to approve the Engineer's Report and the actions recommended by Quiddity therein, including approval of a \$50,000 deposit to Barker Cypress Municipal Utility District for the District's pro-rata share of the 2024 Phase III Cleaning and Televising project. Director Langley seconded the motion, which unanimously carried.

## **UTILITY COMMITMENT LETTERS**

The Board then considered requests for utility commitments. In connection therewith, Ms. Free advised that SPH prepared the renewed Utility Commitment for the Plaza at Barker.

Following discussion, Director Langley moved to approve the extended Utility Commitment for the Plaza at Barker. Director Vowell seconded said motion, which unanimously carried.

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

The Board next considered the status of the proposed administrative building. A discussion ensued regarding how to proceed with the potential design and construction of the building. In connection therewith, Director Langley moved that SPH, Quiddity, and the District's construction counsel be authorized to research and discuss the following options: (i) engage a new architect to use the plans and specifications previously prepared by Martinez Architects, incorporate the proposed cost saving revisions, and then rebid the project, (ii) engage a general contractor to use the plans and specifications previously prepared by Martinez Architects, but to break apart the plans and specifications and separately bid different portions of the project, (iii) engage a design-build firm to design and construct the building and to discuss/present the project to the Greater Houston Builders Association ("GHBA") to encourage design-build firms to bid on the project, and (iv) engage a new architect to redesign the proposed administrative building and then bid the project. Director Mushen seconded said motion, which unanimously carried.

### **SECURITY REPORT**

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

Ms. Free then presented to and discussed with the Board the Addendum to the Corveillance proposal, which is attached hereto as **Exhibit G**. She advised that the proposals and Addendum were already approved by the Board, subject to SPH review. The Board also requested information for a Harris County non-emergency contact number that could be posted on the District's facilities for customer use.

Ms. Free next presented to and discussed the Harris County Sheriff's Office ("HCSO") Interlocal Agreement for Law Enforcement Services, a copy of which is attached hereto as **Exhibit H**. Following discussion, Director Langley moved that the Interlocal Agreement be approved and that the President be authorized to execute same on behalf of the Board and District. Director Mushen seconded said motion, which unanimously carried.

### **AUTHORIZE COMPLETION, EXECUTION AND FILING WITH THE SECRETARY OF STATE OF A VOTING SYSTEM ANNUAL FILING FORM**

The Board considered authorizing the completion, execution and filing with the Secretary of State of a Voting System Annual Filing Form relative to District elections. Ms. Free advised that pursuant to the Texas Election Code, each political subdivision in the State of Texas is required to complete and file said Form with the Secretary of State's office. After discussion, Director Vowell moved that SPH be authorized to complete and execute the Voting System Annual Filing Form and to file same with the Secretary of State's Office on behalf of the Board and the District. Director Pollard seconded said motion, which carried unanimously.

**ATTORNEY'S REPORT**

Ms. Free noted that she had nothing further to discuss with the Board of a legal nature which was not covered elsewhere in the agenda.

**FUTURE AGENDA ITEMS**

The Board did not request any items be placed 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 Langley, and unanimously carried, the meeting was adjourned.

(SEAL)



  
Secretary, Board of Directors

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

- Exhibit A Bookkeeper's Report
- Exhibit B Audit Engagement Letter
- Exhibit C Tax Assessor-Collector Report
- Exhibit D Operations and Maintenance Report
- Exhibit E Engineer's Report
- Exhibit F Security Report
- Exhibit G Corveillance Addendum
- Exhibit H Interlocal Agreement

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