

MINUTES
HARRIS COUNTY MUNICIPAL UTILITY DISTRICT NO. 383

November 6, 2024

The Board of Directors (the "Board") of Harris County Municipal Utility District No. 383 (the "District") met in regular session, open to the public, at the offices of Allen Boone Humphries Robinson LLP, 3200 Southwest Freeway, Suite 2400, Houston, Texas, outside the boundaries of the District, on the 6th day of November, 2024, and the roll was called of the members of the Board being present:

John Porea	President
John J. Ryan	Vice President
Jeffrey Peters	Secretary
Jean M. Casagrande	Assistant Secretary
Jody Chouinard	Assistant Vice President

and all of the above were present, thus constituting a quorum.

Also attending the meeting in person or by teleconference were: Cindy Grimes of Municipal Accounts & Consulting, L.P. ("MAC"); James Parker of Pape-Dawson Engineers ("Pape-Dawson"); Kristy Hebert of Tax Tech, Inc. ("Tax Tech"); Christine Crotwell of Masterson Advisors LLC ("Masterson"); Scott Shelnett of Municipal Operations & Consulting, Inc. ("MOC"); Layne Yeager of Double Eagle Erosion Solutions, LLC ("Double Eagle"); Brandon West of Touchstone District Services ("Touchstone"); and Adisa Harrington and Whitney Lington of Allen Boone Humphries Robinson LLP ("ABHR").

COMMENTS FROM THE PUBLIC

Mr. Porea offered any members of the public attending the meeting the opportunity to make public comment.

There being no members of the public requesting to make public comment, the Board moved to the next agenda item.

CONSENT AGENDA

The consultant reports were provided in advance of the meeting. Following review and discussion, Director Peters moved to approve the following items on the consent agenda: (1) the minutes of the October 2, 2024 regular meeting and October 22, 2024 special meeting, as presented; (2) tax assessment and collection matters; (3) financial and bookkeeping matters, including the quarterly investment report; (4) a Resolution Regarding Annual Review of Investment Policy reflecting no changes to the

District's Investment Policy; (5) a Resolution Establishing the Authorized Depository Institutions and Adopting List of Qualified Broker/Dealers with Whom the District May Engage in Investment Transactions; (6) operating matters; (7) channel and pond maintenance matters; (8) website and communications matters; and (9) direct that, where appropriate, items are filed appropriately and retained in the District's official records. Director Casagrande seconded the motion, which passed unanimously. Copies of all reports approved as part of the consent agenda are attached.

ITEMS REMOVED FROM CONSENT AGENDA

There were no items removed from the consent agenda.

ADDITIONAL TAX MATTERS

There was no discussion on this agenda item.

SERIES 2024 UNLIMITED TAX BONDS

Ms. Crotwell updated the Board on the bond sale for the Series 2024 Unlimited Tax Bonds ("Series 2024 Bonds") and stated the bonds are scheduled to close on November 19.

STORM WATER MANAGEMENT PLAN MATTERS, INCLUDING PROPOSALS FOR WORK

The Board reviewed the detention facility maintenance report prepared by Storm Water Solutions, LLC ("SWS"), a copy of which is attached.

ADDITIONAL CHANNEL AND POND MAINTENANCE

Mr. Yeager updated the Board on repairs identified during the biannual audit report of District facilities prepared by SWS. Mr. Yeager then presented an updated proposal from Double Eagle in the amount of \$55,085.00 for the repairs, to include the replacement of 5 outfall pipes. Discussion ensued.

Mr. Yeager then discussed potentially creating an asset management plan for the District's drainage and detention facilities to monitor locations and repairs of District facilities. Discussion ensued. The Board requested for Double Eagle to present a proposal at the next Board meeting for the asset management plan.

The Board discussed fountain repairs at Dove Manor pond. The Board inquired about companies that perform lake management services. The Board requested for ABHR to prepare a list of companies that perform lake management services to discuss at the next Board meeting.

The Board requested for Lake Pro, Inc. ("Lake Pro") to attend the next Board meeting.

The Board discussed Lake Pro invoices and requested for MAC to review Lake Pro invoices regarding billed site visits to District facilities.

The Board inquired about nutria activity at District facilities. The Board then discussed the A All Animal Control ("AAAC") invoice. The Board requested for MAC to hold payment on the AAAC invoice until a report is submitted by AAAC.

Following review and discussion, Director Peters moved to approve the proposal from Double Eagle in the amount of \$55,085.00 for repairs identified during the biannual audit report of District facilities prepare by SWS, to include the replacement of 5 outfall pipes. Director Casagrande seconded the motion, which passed unanimously.

ENGINEERING MATTERS

Mr. Parker reviewed the engineering report, a copy of which is attached.

Mr. Parker updated the Board on the revised path for the proposed waterline loop behind the CVS located on Champion Forest Drive. Mr. Parker stated Pape-Dawson is addressing comments from the City of Houston regarding the proposed waterline loop.

Mr. Parker updated the Board on construction of the detention pond located at Boudreaux Business Park. Mr. Parker recommended approval of Pay Estimate No. 1 in the amount of \$424,067.94 from North Houston Tandem, Inc. ("Tandem") and Change Order No. 1 in the amount of \$146,836.00 from Tandem for additional excavation. Discussion ensued. The Board determined that Change Order No. 1 is beneficial to the District.

Mr. Parker updated the Board on the construction of the third water well and the gas detected during the drilling of the pilot hole, noting the Pape Dawson is monitoring gas levels during construction to determine if gas treatment is needed. Mr. Parker then recommended approval of Pay Estimate No. 5 from W. W. Payton Corporation ("W.W. Payton") in the amount of \$13,500.00, with the District's share being \$7,358.85.

Mr. Parker updated the Board on requests for utility commitments, as reflected in the engineer's report. Ms. Harrington discussed costs associated with utility commitment deposits.

Mr. Parker updated the Board on development of the NewQuest retail tract and requested Board authorization to advertise for bids for District facilities to serve the tract.

Mr. Parker updated the Board on the joint Capital Improvement Plan ("CIP") with Harris County Municipal Utility District No. 367 ("MUD 367").

Mr. Parker stated Pape-Dawson will be conducting a site visit with GLAMCO to assess certain District facilities.

Mr. Parker updated the Board on Harris County's plans to realign Boudreaux Boulevard.

Following review and discussion, and based on the District engineer's recommendation, Director Peters moved to: (1) approve the engineer's report; (2) approve Pay Estimate No. 1 in the amount of \$424,067.94 from Tandem, for the construction of the detention pond located at Boudreaux Business Park; (3) approve Change Order No. 1 in the amount of \$146,836.00 from Tandem for additional excavation for the construction of the detention pond located at Boudreaux Business Park; (4) approve Pay Estimate No. 5 from W.W. Payton in the amount of \$13,500.00, with the District's share being \$7,358.85 for the construction of the third water well; and (5) authorize Pape-Dawson to advertise for bids for the District facilities to serve the NewQuest retail tract. Director Casagrande seconded the motion, which passed unanimously.

ADDITIONAL BOOKKEEPING MATTERS

Ms. Grimes presented and reviewed an amended budget for the fiscal year ending March 31, 2025. Discussion ensued.

The Board discussed disbursements of the bond proceeds for the Series 2024 Bonds.

Following review and discussion, Director Peters moved to: (1) adopt the amended budget for the fiscal year ending March 31, 2025, as presented; and (2) authorize disbursement of bond proceeds. Director Casagrande seconded the motion, which passed by unanimous vote.

NORTH HARRIS COUNTY REGIONAL WATER AUTHORITY ("NHCRWA") MATTERS, INCLUDING CONSIDER AUTHORIZING SUBMISSION OF LETTER TO THE NHCRWA

The Board discussed concerns regarding the NHCRWA's 2025 water rates and potentially submitting a letter to NHCRWA. The Board requested for ABHR to discuss the matter with Harris County Municipal Utility District No. 367 ("MUD 367").

The Board inquired about rules and regulations for water authorities.

ADDITIONAL OPERATING MATTERS

Mr. Shelnutt presented a list of delinquent customers to the Board and reported the customers on the termination list were delinquent in payment of their water and sewer bills and were given written notification, in accordance with the District's Rate Order, prior to the meeting of the opportunity to appear before the Board of Directors to explain, contest, or correct their bills and to show why utility services should not be terminated for reason of non-payment.

Mr. Shelnutt requested Board authorization to write off two delinquent utility accounts totaling \$194.49 and send the accounts to a collection agency.

The Board discussed trash rates and potentially adjusting the Rate Order to reflect the new trash rates. The Board concurred to review the Rate Order at the next Board meeting.

Following review and discussion, Director Peters moved to: (1) authorize termination of delinquent accounts, in accordance with the District's Rate Order, and direct that the delinquent customer list be filed appropriately and retained in the District's official records; and (2) authorize MOC to write off two delinquent utility accounts totaling \$194.49 and send the accounts to a collection agency. Director Casagrande seconded the motion, which passed unanimously.

The minutes from the most recent Operations Subcommittee meeting were provided to the Directors prior to the meeting and are attached.

REPORTS FROM DIRECTORS AND DISTRICT CONSULTANTS ON DISTRICT MATTERS

The Board discussed communication methods for the dissemination of District information.

Director Chouinard discussed District information to be shared in the Stable Magazine. Discussion ensued regarding potential topics to share with District residents. The Board concurred for Touchstone to use email to share certain District information with residents.

Director Ryan left the meeting.

ATTORNEY'S REPORT

The Board reviewed the action list.

Ms. Harrington discussed the use of a teleconference line for Board meetings.

Director Chouinard inquired about District administrative fees as listed in the EVO report presented at the October meeting. The Board requested for MAC to follow

up with Municipal Financial Services to inquire about District administrative fees listed on the EVO report.

Mr. Parker updated the Board on Dove Manor pond repairs.

There being no further business to come before the Board, the Board concurred to adjourn the meeting.

(SEAL)




Secretary, Board of Directors

LIST OF ATTACHMENTS TO MINUTES

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ACTION LIST

Action Item/Date Assigned	Status/Comments
Tax Tech	
MAC/MFS	
Follow up with Municipal Financial Services regarding District administrative fees listed on the EVO report (11/6/24)	
Review Lake Pro invoices for site visits (11/6/24)	
Request additional deposit from Boudreaux Business Park for District engineering fees associated with construction of detention pond (10/2/24)	
MOC	
Include insert in water bill regarding lead and copper inventory (10/2/24)	
Sanitary Sewer Inspection Program (8/7/24)	Phase III video inspection to be redone by MagnaFlow Phase IV smoke testing to begin 8/9/24
Prepare PFAS report for Board (7/3/24)	8/7/24 - PFAS testing scheduled for April 2025 and October 2025
Pape-Dawson	
Schedule site visit of District facilities with GLAMCO (11/6/24)	
Monitor gas levels at water well no. 3 (10/2/24)	
Coordinate with SWS to update SWS bi-annual report to identify whether the District or MUD 367 is responsible for each recommended repair (8/7/24)	
Follow up with A-Beautiful to discuss the various fees and costs that would be associated with providing service to A-Beautiful (8/7/24)	
Inspect the District's interceptors and prepare an inventory identifying the repairs needed and their respective priority (6/5/24)	
Coordinate with Harris County regarding Boudreaux Road realignment project and possible Interlocal Agreement (3/6/24)	
Update CIP to include project costs and split project costs (3/6/24)	Ongoing. Latest draft presented at the October 22, 2024 special meeting. Time and materials budgets proposed September 4, 2024 for WP, WWTP and LS projects

Action Item/Date Assigned	Status/Comments
Schedule facilities tour (3/6/24)	
Coordinate with GLAMCO to prepare an inventory of pending and completed repairs, similar to the inventory that MUD 367 maintains for its detention facilities (2/7/24)	
Obtain documentation/information needed to evaluate NewQuest's request for reimbursement of detention pond construction costs (11/1/23)	Site visit conducted with GLAMCO (12/6/23) Pape-Dawson is reviewing the documentation
Review and, where applicable, reclassify engineering fees relating to Jiffy Lube, Digestive Center and First Hartford (10/4/23)	
GLAMCO	
Remove tree roots along Crescent Clover pond (10/2/24)	
Shovel dirt off of Crescent Clover pond sidewalk (9/4/24)	
Present proposal for removal of additional tree roots around Crescent Clover pond (7/3/24)	At the 10/2/24 meeting, the Board authorized GLAMCO to remove tree roots at a cost not to exceed \$5,000
Coordinate with Costello to prepare inventory of pending and completed repairs, similar to the inventory that MUD 367 maintains for its detention facilities (2/7/24)	
Lake Pro	
Storm Water Solutions	
Update bi-annual report to reflect whether the District or MUD 367 is responsible for each recommended repair (8/7/24)	
Double Eagle	
Present proposal for asset management plan for drainage/detention facilities at the December meeting (11/5/24)	
Directors	
Director Chouinard to coordinate with Touchstone regarding preparation and distribution of District information (9/4/24)	
KGA/DeForest	
Touchstone	
Coordinate with Director Chouinard regarding	

Action Item/Date Assigned	Status/Comments
preparation and distribution of District information (9/4/24)	
ABHR	
Review lake management companies to discuss at next meeting (11/6/24)	
Finalize water line and sanitary sewer easements for NewQuest retail tract (10/2/24)	
Follow up with TxDOT regarding sound wall located along SH 99 next to North Lake subdivision (8/7/24)	
Finalize CTE for Boudreaux Business Park (6/5/24)	Access and Maintenance easement and sanitary sewer easement sent for signature 8/7/24.
Review amounts owed by Enclave of GFPB and Jiffy Lube and coordinate with the bookkeeper regarding collection options(4/3/24)	
If appropriate, prepare interlocal agreement with District and Harris County - Boudreaux Boulevard realignment project (3/6/24)	
Public Power Pool (P3)	
McCall Gibson	