

MINUTES
HARRIS COUNTY MUNICIPAL UTILITY DISTRICT NO. 383

February 5, 2025

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 5th day of February, 2025, 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 except Director Porea, thus constituting a quorum.

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

COMMENTS FROM THE PUBLIC

Ms. Harrington 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 January 6, 2025 regular meeting, as presented; (2) tax assessment and collection matters; (3) financial and bookkeeping matters; (4) operating matters; (5) channel and pond maintenance matters; (6) website and communications matters; and (7) 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.

Ms. Harrington noted that the Arbitrage Rebate Report for the District's Series 2014A Unlimited Tax Bonds reflects that no arbitrage rebate or yield reduction payment is due to the Internal Revenue Service.

ITEMS REMOVED FROM CONSENT AGENDA

There were no items removed from the consent agenda.

ADDITIONAL TAX MATTERS

Ms. Harrington presented and reviewed a Resolution Concerning Exemptions from Taxation (the "Resolution") reflecting that the Board grants an exemption of \$75,000 of the appraised value of residence homesteads of individuals who are disabled or are 65 years of age or older. Discussion ensued.

Following review and discussion, Director Peters moved to adopt the Resolution exempting from ad valorem taxation by the District \$75,000 of the appraised value of residence homesteads of individuals who are disabled or 65 years of age or older and rejecting the general homestead exemption. Director Casagrande seconded the motion, which passed unanimously.

STORM WATER MANAGEMENT PLAN MATTERS, INCLUDING PROPOSALS FOR WORK

Ms. Kincer reviewed the detention facility maintenance report prepared by SWS, a copy of which is attached.

Ms. Kincer stated a sinkhole is forming at the Grove at Gleannloch Farms. Discussion ensued. The Board requested for SWS to install temporary fencing around the sinkhole until it is repaired. The Board requested for SWS or Double Eagle to repair the sinkhole in an amount not to exceed \$5,000.00, subject to final approval by the Operations Subcommittee.

Ms. Kincer then reviewed a biannual audit report of District facilities prepared by SWS, a copy of which is attached. Discussion ensued regarding recommended repairs associated with District facilities and Harris County Municipal Utility District No. 367 ("MUD 367") facilities. The Board requested for Double Eagle to review necessary repairs as indicated by the SWS biannual audit report and prepare proposals for repairs to present at the next Board meeting.

Mr. Parker updated the Board on the District GIS utility map.

Following review and discussion, Director Peters moved to authorize Double Eagle or SWS to repair the sinkhole located at the Grove at Gleannloch Farms in an amount not to exceed \$5,000.00, subject to review and final approval by the Operations Subcommittee. Director Casagrande seconded the motion, which passed unanimously.

The Board concurred to include a \$100,000 line item for drainage facility repairs in the budget for fiscal year end March 31, 2026.

ADDITIONAL CHANNEL AND POND MAINTENANCE, INCLUDING PROPOSALS FOR WORK

Mr. Yeager discussed District channels. He then presented a proposal from Double Eagle in the amount of \$3,800.00 to prepare a channel assessment report of District facilities. Discussion ensued.

Following review and discussion, Director Peters moved to approve the proposal from Double Eagle in the amount of \$3,800.00 to prepare a channel assessment report of District facilities. 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 plans have been resubmitted to the City of Houston and to the Texas Department of Transportation ("TxDOT"). Mr. Parker requested Board approval for Pape-Dawson to bid the project.

Mr. Parker discussed the improvements for water plant nos. 1 and 2. Mr. Parker recommended adding roof repairs for water plant no. 2 to the project to address identified leaks. Discussion ensued, and the Board concurred to include the roof repairs in the project.

Mr. Parker updated the Board on construction of the detention pond located at Boudreaux Business Park. Mr. Parker recommended approval of Pay Estimate No. 2 in the amount of \$219,600.00 from North Houston Tandem, Inc. ("Tandem").

The Board inquired about the NewQuest detention pond and drainage of the area surrounding the detention pond. Discussion ensued regarding maintenance of the

NewQuest detention pond, Boudreaux Business Park detention pond and related District facilities.

Mr. Parker updated the Board on development of the NewQuest retail tract and stated eight bids were received for construction of District water and sanitary sewer facilities to serve the tract. Mr. Parker stated Pape-Dawson recommends awarding the contract to the lowest bidder, GM Vera's Construction ("GM Vera"), in the amount of \$168,596.70. Based on the engineer's recommendation, the Board concurred that, in its judgment, GM Vera was a responsible bidder whose bid would result in the best and most economical completion of the District project. Discussion ensued regarding drainage associated with development of the NewQuest retail tract.

Mr. Parker updated the Board on construction of the third water well, as reflected in the engineer's report.

Mr. Parker updated the Board on requests for utility commitments, as reflected in the engineer's report. Mr. Parker stated Pape-Dawson received a request from Sherwin Williams for District service for 2 equivalent single-family connections ("ESFCs"). Mr. Parker discussed District capacity and stated Pape-Dawson recommends approving Sherwin William's utility commitment request for 2 ESFCs.

Mr. Parker updated the Board on nutria removal in the District. Mr. Parker stated A-All Animal Control conducted a site visit on January 15 and three nutria were detected.

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) authorize Pape-Dawson to advertise the proposed waterline loop behind the CVS located on Champion Forest Drive for bid; (3) approve Pay Estimate No. 2 in the amount of \$219,600.00 from Tandem for construction of the detention pond located at Boudreaux Business Park; (4) award the contract to GM Vera, in the amount of \$168,596.70, for the construction of District water and sanitary sewer facilities to serve the NewQuest retail tract; and (5) approve Sherwin William's utility commitment request for 2 ESFCs. Director Casagrande seconded the motion, which passed unanimously.

ADDITIONAL BOOKKEEPING MATTERS

Ms. Grimes discussed registration for the summer Association of Water Board Directors ("AWBD") conference.

Ms. Grimes updated the Board on utility commitment deposits.

Ms. Grimes presented and reviewed a proposed budget for the fiscal year ending March 31, 2026. Ms. Grimes then presented and reviewed the proposed budgets for regional facilities for the fiscal year ending March 31, 2026. She requested that Board members and consultants review the proposed budgets and provide her with any comments prior to the next meeting.

The Board discussed the District's annual contribution to the Gleannloch Farms Community Association ("HOA"). The Board concurred to contribute \$50,000.00 to the HOA for District improvements. Director Casagrande stated she will provide a list to ABHR of the specific projects to be funded by the District's contribution. The Board concurred to approve the annual contribution letter at the next meeting.

The Board inquired about the temporary fencing located at water plant no. 2.

The Board discussed the AWBD winter conference. The Board considered approving reimbursement to directors for expenses incurred in attending the AWBD winter conference and authorizing attendance at the AWBD summer conference.

Following review and discussion, Director Peters moved to: (1) authorize ABHR to prepare the HOA contribution letter; and (2) approve reimbursement of the AWBD winter conference expenses, which the bookkeeper confirmed were submitted in accordance with the District's Travel Reimbursement Guidelines, and authorize attendance of Board members at the AWBD summer conference. The motion was seconded by Director Casagrande and passed unanimously.

NORTH HARRIS COUNTY REGIONAL WATER AUTHORITY ("NHCRWA") MATTERS

Director Casagrande updated the Board on NHCRWA matters.

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.

The Board discussed the leak report, a copy of which is included in the operator's report, and inquired about procedures for notifying residents about leaks.

Mr. Shelnutt requested Board authorization to write off one delinquent utility account totaling \$180.30 and send the account to a collection agency.

Mr. Shelnutt updated the Board on the refrigerated sampler at the wastewater treatment plant.

Mr. Shelnutt updated the Board on the well motor located at water plant no. 2 and stated the motor has been repaired.

Mr. Shelnutt discussed pending repairs to the generator located at the wastewater treatment plant, noting that a rental generator is in place during the repair and that MOC expects the generator to be functioning again by the end of the week.

Discussion ensued regarding a recent water main break that resulted in a temporary interruption of District water service to certain residences.

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 one delinquent utility account totaling \$180.30 and send the account 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; DISTRICT MEETING SCHEDULE

The Board requested that Touchstone post information regarding MUD 367's spring e-recycle/shred event, scheduled for March 1, 2025, on the District website.

The Board discussed changing the meeting location for their monthly Board meetings from ABHR to the offices of MAC, an established meeting location for the District. The Board concurred to hold future regular Board meetings at the offices of MAC.

ATTORNEY'S REPORT

Ms. Harrington presented the District's updated Information Kit for 2025. The Board requested for Touchstone to post the Information Kit to the District website. Following review and discussion, Director Peters moved to approve the updated Information Kit subject to finalization, and direct that it be filed appropriately and retained in the District's official records. Director Casagrande seconded the motion, which passed unanimously.

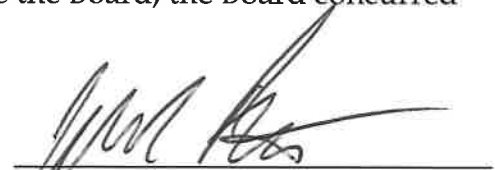
Ms. Harrington discussed businesses located in the District, in relation to the District's Strategic Partnership Agreement ("SPA") with the City of Houston.

Discussion ensued regarding a private road located behind the CVS where tractor trailers have been parking.

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	
Request additional deposit from Boudreaux Business Park for District engineering fees associated with construction of detention pond (10/2/24)	12/4/24 - Invoiced for an additional \$20,000
MOC	
Add District repairs to GIS (1/6/25)	GIS will be updated retroactively as well as quarterly going forward
Pape-Dawson	
Add District repairs to GIS (1/6/25)	GIS will be updated retroactively as well as quarterly going forward
Monitor gas levels at water well no. 3 (10/2/24)	12/4/24 - Pape-Dawson to design gas treatment equipment, subject to final approval of scope of work by the Operations Subcommittee
Schedule facilities tour (3/6/24)	12/4/24 - Next tour → April 2025
Obtain documentation/information needed to evaluate NewQuest's request for reimbursement of detention pond construction costs (11/1/23)	12/4/24 - Pape-Dawson to order appraisal of detention pond
GLAMCO	
Prepare proposals for District facility repairs found during the December site inspection with Pape-Dawson (12/4/24)	
Remove tree roots along Crescent Clover pond (10/2/24)	10/2/24 - Board authorized GLAMCO to remove tree roots at a cost not to exceed \$5,000 1/6/25 - not to exceed amount increased to \$7,000
Lake Pro	
Storm Water Solutions	
Install temporary fencing around the sinkhole located at the Grove and, if approved by the Operations Subcommittee, repair sinkhole (2/5/25)	
Double Eagle	
Present proposals for repairs from SWS biannual audit report (2/5/25)	
If approved by the Operations Subcommittee, repair sinkhole at the Grove (2/5/25)	
Prepare asset management plan for drainage/detention facilities	2/5/25 - Proposal approved

Action Item/Date Assigned	Status/Comments
Directors	
Director Casagrande to provide ABHR with list of HOA projects for the District's annual contribution	
KGA/DeForest	
Touchstone	
Post District Information Kit and e-recycle event on website (2/5/25)	
ABHR	
Prepare HOA contribution letter (2/5/25)	
Prepare UCL for Sherwin Williams (2/5/25)	
Finalize water line and sanitary sewer easements for NewQuest retail tract (10/2/24)	12/4/24 - awaiting receipt of executed grantor signature pages 2/20/25 - grantor is requesting revisions to the water line easement
Follow up with TxDOT regarding sound wall located along SH 99 next to North Lake subdivision (8/7/24)	ABHR will provide an update at the March meeting
Public Power Pool (P3)	
McCall Gibson	