

MINUTES
HARRIS COUNTY MUNICIPAL UTILITY DISTRICT NO. 383

May 7, 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 Municipal Accounts & Consulting, L.P., 1281 Brittmoore Road, Houston, Texas 77043, outside the boundaries of the District, on the 7th day of May, 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 Directors Ryan and Chouinard, thus constituting a quorum.

Also attending the meeting in person were: David Quin of Public Power Pool ("P3"); Avik Bonnerjee of B&A Municipal Tax Service, LLC ("B&A"); Tyler Leggett and Abby Johnson of Municipal Accounts & Consulting, L.P. ("MAC"); James Parker and Margaret Dvoracek of Pape-Dawson Engineers ("Pape-Dawson"); Scott Shelnuitt of Municipal Operations & Consulting, Inc. ("MOC"); Michelle Kincer of Storm Water Solutions, LLC ("SWS"); 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 April 2, 2025 regular meeting and April 22, 2025 special meeting, as presented; (2) tax assessment and collection matters; (3) financial and bookkeeping matters; (4) operating matters, including: (i) approve the Consumer

Confidence Report ("CCR") subject to finalization; and (ii) authorize the operator to deliver the CCR and file a certificate of delivery with the Texas Commission on Environmental Quality ("TCEQ"); (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.

ITEMS REMOVED FROM CONSENT AGENDA

There were no items removed from the consent agenda.

ADDITIONAL TAX MATTERS

Mr. Bonnerjee reviewed a Sales Tax Permit Audit prepared by B&A with regard to sales tax revenue received by the District pursuant to its Strategic Partnership Agreement, a copy of which is attached. Following review and discussion, Director Peters moved to accept the Sales Tax Permit Audit. Director Casagrande seconded the motion, which passed unanimously.

RECEIVE PRESENTATION FROM PUBLIC POWER POOL REGARDING ELECTRICITY PROCUREMENT MATTERS AND TAKE APPROPRIATE ACTION

Mr. Quin reviewed a P3 presentation and answered questions from the Board.

Mr. Quin stated the District's current energy contract expires December 31, 2025. He then reviewed a Procurement Proposal for Electric Power Supply and Notice of Intent to Begin a Competitive Procurement Process by P3, a copy of which is attached. Mr. Quin stated if the Board chooses to participate in the procurement for January 2026, no action is needed at this time. The Board concurred to participate in the procurement.

Ms. Harrington noted that Texas political subdivisions are required to record and make available their utility usage and associated costs. Following review and discussion, Director Peters moved to authorize Touchstone District Services to publish the District's utility usage report to the District's website. 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.

ADDITIONAL CHANNEL AND POND MAINTENANCE, INCLUDING PROPOSALS FOR WORK

Mr. Parker discussed the fountain lights at the Grove pond. Mr. Paker stated Lake Pro recommends replacing the light set for the fountain lights at Grove pond for a cost of \$3,870.00.

Following review and discussion, Director Peters moved to authorize Lake Pro to replace the light set for the fountain lights at the Grove pond in the amount of \$3,870.00. Director Casagrande seconded the motion, which passed unanimously.

CONSIDER PROPOSAL FROM PROPERTY ACQUISITION SERVICES FOR EASEMENT ACQUISITION SERVICES

Ms. Harrington discussed easements needed for the proposed waterline loop behind the CVS located on Champion Forest Drive. She then reviewed a proposal from Property Acquisition Services, LLC ("PAS") in the amount of \$3,750.00 per easement acquisition and a \$700.00 title curative fee per easement for property acquisition services.

The Board then considered entering into a Service Agreement between the District and PAS.

Following review and discussion, Director Peters moved to: (1) approve the proposal from PAS in the amount of \$3,750.00 per easement acquisition and a \$700.00 title curative fee per easement for property acquisition services related to the easements needed for the waterline loop project; and (2) approve the related Service Agreement between the District and PAS. 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. Discussion ensued regarding the construction timeline for the project.

Mr. Parker updated the Board on construction of the detention pond located at Boudreaux Business Park.

Mr. Parker updated the Board on the construction of District water and sanitary sewer facilities to serve the NewQuest retail tract. Mr. Parker stated the contract for the project is ready for execution.

Mr. Parker updated the Board on construction of the third water well. Mr. Parker then recommended approval of Pay Estimate No. 6 from W.W. Payton Corporation ("W.W. Payton") in the amount of \$89,100.00, with the District's share being \$48,568.41. Mr. Parker updated the Board on gas samples of the construction area for the third water well.

Mr. Parker updated the Board on requests for utility commitments, as reflected in the engineer's report.

Mr. Parker stated Pape-Dawson is still reviewing options for maintaining the wastewater treatment plant's capacity during major repairs.

Mr. Parker updated the Board on the NewQuest detention pond and stated Pape-Dawson is requesting an appraisal of the detention pond site.

Mr. Parker updated the Board on nutria removal in the District.

Following review and discussion, and based on the District engineer's recommendation, Director Peters moved to: (1) approve the engineer's report; (2) authorize execution of the contract between District and GM Vera's Construction for the construction of District water and sanitary sewer facilities to serve the NewQuest retail tract; and (3) approve Pay Estimate No. 6 from W.W. Payton in the amount of \$89,100.00, with the District's share being \$48,568.41, for the construction of the third water well. Director Casagrande seconded the motion, which passed unanimously.

ADDITIONAL BOOKKEEPING MATTERS

Mr. Leggett introduced Ms. Johnson.

Mr. Leggett reviewed a comparison of actual versus budgeted expenditures for the fiscal year ending March 31, 2026.

Mr. Leggett reviewed the utility commitment report, a copy of which is included in the bookkeeper's report. Discussion ensued regarding P. Terry's utility commitment deposit.

Ms. Harrington discussed the District's Travel Reimbursement Guidelines (the "Guidelines") in connection with the upcoming Association of Water Board Directors ("AWBD") summer conference. Following discussion, Director Peters made a motion to authorize up to four per diems, three hotel nights, and reasonable meals for each director attending the AWBD summer conference, all to be submitted in accordance with the District's Guidelines. Director Casagrande seconded the motion, which passed unanimously.

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

The Board discussed the NHCRWA May meeting.

The Board discussed the tour of the Northeast Water Purification Plant, held on April 22, 2025.

ADDITIONAL OPERATING MATTERS

Mr. Shelnutt updated the Board on the sanitary sewer manhole survey.

Mr. Shelnutt updated the Board on replacement of the fence at water plant no. 3 and discussed potential costs for the replacement of the fence.

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 one delinquent utility account totaling \$168.34 and send the account to a collection agency.

Mr. Shelnutt updated the Board on cloth filter replacements for the effluent treatment system at the wastewater treatment plant.

Mr. Shelnutt reviewed a draft Consumer Confidence Report ("CCR") with the Board, a copy of which is attached to the operator's report.

The Board reviewed a letter from MOC regarding North Water District Lab Services ("NWDLS").

The Board inquired about PFAS sampling locations in the District.

Mr. Shelnutt discussed a concern from a resident regarding the conduit box located at the Northlake pond.

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 \$168.34 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.

RENEWAL OF DISTRICT'S INSURANCE POLICIES

Ms. Harrington stated the District's current insurance policies with Arthur J. Gallagher & Co. ("Gallagher") expire on August 1, 2025, and the Board may renew the policies or request proposals from additional insurance carriers. Following review and discussion, the Board requested for ABHR to obtain a renewal proposal from Gallagher for Board consideration and provide the proposal to Director Casagrande for review prior to the Board meeting.

REPORTS FROM DIRECTORS AND DISTRICT CONSULTANTS ON DISTRICT MATTERS

The Board discussed the posting and sharing of information, regarding the construction of water well no. 3, on the District website, text alerts and the Stable Magazine.

ATTORNEY'S REPORT

There was no discussion on this agenda item.

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 3/5/25 - Pape-Dawson to follow up
MOC	
Prepare proposal for the replacement of the water plant fence. (4/2/25)	
Pape-Dawson	
Prepare construction timeline for water well no. 3 (4/2/25)	
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
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 4/2/25 - Pape-Dawson to obtain survey of the detention pond site
GLAMCO	
Fertilize district detention ponds and facilities, per the proposal approved at the 4/2/25 meeting (4/2/25)	
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 - Board authorized not to exceed amount to be increased to \$7,000
Lake Pro	
Replace light set for fountain lights at Grove pond at a cost of \$3,870 (5/7/25)	
Storm Water Solutions	
Double Eagle	
Review rotting posts located at Dove Manor pond (3/6/25)	
Review sinkhole located at the Grove (3/6/25)	

Action Item/Date Assigned	Status/Comments
Directors	
KGA/DeForest	
Touchstone	
ABHR	
Finalize water line and sanitary sewer easements for NewQuest retail tract (10/2/24)	12/4/24 - awaiting receipt of executed grantor signature pages 3/5/25 - ABHR to finalize revised easements
Obtain insurance renewal proposal from Gallagher (5/7/25)	
Public Power Pool (P3)	
McCall Gibson	