

MINUTES
HARRIS COUNTY MUNICIPAL UTILITY DISTRICT NO. 18

May 8, 2023

The Board of Directors (the "Board") of Harris County Municipal Utility District No. 18 (the "District") met in regular session, open to the public, on the 8th day of May 2023, at the offices of Baxter Woodman, Inc., 11450 Compaq Center Drive, Suite 660, Houston, Texas 77070, outside the boundaries of the District, and the roll was called of the members of the Board:

Robert A. Bernardini	President
Karl Skarboszewski	Vice President
Michael L. Murr	Secretary
Vally Swann	Assistant Secretary
Charlie Kennedy, Jr.	Assistant Vice President

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

Also present at the meeting were: Lieutenant Wayne Curry of the Harris County Precinct 4 Constable's Office; Wendy Austin of District Data Services, Inc.; Autumn Clark and Isabel Mata of Wheeler & Associates, Inc.; Tom Matkin and Janice Noeldner of Baxter Woodman, Inc. ("Baxter Woodman"); Doug Jacobson of Eagle Water Management, Inc. ("Eagle"); and Adisa Harrington and Faye Simonds of Allen Boone Humphries Robinson LLP ("ABHR").

PUBLIC COMMENT

There were no public comments.

CONSIDER REQUEST FROM DISTRICT RESIDENT FOR CONSENT TO ENCROACH ON DISTRICT SANITARY SEWER EASEMENT

Director Bernardini stated that Heatherwood Village Community Association, Inc. provided their consent to Mr. Arledge's proposed erection of a fence for security purposes. Discussion ensued regarding a deposit in connection with Mr. Arledge's request for a Consent to Encroachment. Following discussion, Director Bernardini moved to authorize ABHR to request a deposit in connection with the Consent to Encroachment from Mr. Arledge in the amount of \$5,000. Director Skarboszewski seconded the motion, which passed unanimously.

MINUTES

The Board considered approving the minutes of the April 10, 2023, regular meeting. After review and discussion, Director Skarboszewski moved to approve the minutes as presented. Director Swann seconded the motion, which passed unanimously.

SECURITY MATTERS

Lieutenant Curry reviewed the security report and discussed security matters in the District. A copy of the security report is attached.

FINANCIAL AND BOOKKEEPING MATTERS

The Board reviewed the bookkeeper's report, including the energy consumption report and budget comparison, and the District's bills presented for payment. A copy of the bookkeeper's report is attached.

Ms. Austin noted additional check no. 11547 to the North Harris County Regional Water Authority ("NHCRWA") in the amount of \$50,806.04.

The Board discussed the District's Travel Reimbursement Guidelines and the Association of Water Board Directors ("AWBD") summer conference.

Following review and discussion, Director Bernardini moved to: (1) approve the bookkeeper's report and payment of the bills, including additional check no. 11547; and (2) authorize directors attending the AWBD summer conference to receive up to four per diems, three nights of hotel expense, and reimbursement for reasonable meals during the conference. Director Murr seconded the motion, which passed unanimously.

TAX ASSESSMENT AND COLLECTION MATTERS

Ms. Clark introduced Ms. Mata to the Board. She then reviewed the tax assessor/collector's report and the delinquent tax roll, copies of which are attached.

Following review and discussion, Director Bernardini moved to approve the tax assessor/collector's report and payment of the tax bills. Director Skarboszewski seconded the motion, which passed unanimously.

ENGINEERING REPORT

Mr. Matkin and Ms. Noeldner reviewed the engineer's report, a copy of which is attached.

Mr. Matkin reviewed a summary of current and anticipated future capital projects, a copy of which is attached to the engineer's report. He stated that there are no changes.

Mr. Matkin gave an update on Lake Forest Plant Advisory Committee ("LFPAC") activities and reviewed the Plant engineer's report, a copy of which is attached to the engineer's report.

Mr. Matkin gave an update on the ongoing discussion of the District's water system, as reflected in the engineer's report.

Mr. Matkin updated the Board on the water distribution system modelling, as reflected in the engineer's report. Discussion ensued regarding the frequency of water quality issues reported by residents to the operator and the capabilities of the water distribution system modelling. Director Bernardini requested that the location of community clubhouses and pools be identified on the water model map.

Ms. Noeldner updated the Board on the sanitary sewer system cleaning and televising program – area III.

Ms. Noeldner updated the Board on the water plant improvements, as reflected in the engineer's report.

Ms. Noeldner reviewed the estimated replacement values for District facilities in connection with the District's 2023 insurance renewal with Arthur J. Gallagher & Co. ("Gallagher"). She requested authorization to submit the estimated replacement values to Gallagher.

Ms. Noeldner reviewed water well nos. 2 and 3 performance test review reports, copies of which are attached to the engineer's report.

Ms. Noeldner stated that the Hidden Falls Storm Water Quality Permit has been issued.

Ms. Noeldner updated the Board on the District's Emergency Preparedness Plan.

Ms. Noeldner stated that construction of the Hamilton Elementary School addition is anticipated to finish in August 2023.

Following review and discussion, and based on the engineer's recommendation, Director Skarboszewski moved to (1) approve the engineer's report; and (2) authorize Baxter Woodman to submit updated estimated replacement values for District facilities to Gallagher. Director Bernardini seconded the motion, which passed unanimously.

OPERATION OF DISTRICT FACILITIES AND HEARING ON TERMINATION OF WATER AND SEWER SERVICE

Mr. Jacobson presented the operator's report, a copy of which is attached, and reported on maintenance work in the District. He stated that the District's water accountability for the previous month was 94.64%.

Mr. Jacobson presented a proposal for roof repairs at the water plants in the amount of \$1,475 from Eldridge Roofing and Gutters.

Mr. Jacobson stated that the proposal for the non-skid tape on the ground storage tank roof at Malcomson Road from Citywide Utilities in the amount of \$8,500 includes a 2-

year warranty. The Board deferred action on the proposal pending confirmation of the type of non-skid tape to be used.

Mr. Jacobson stated that the District's Identity Theft Prevention Program (the "Program") requires Eagle to provide an annual written report addressing the effectiveness of the Program, significant instances of identity theft detection, and any recommendations regarding changes to the Program. Mr. Jacobson reviewed a report on the District's Program. He stated that the report indicates no significant incidents of identity theft detection and recommends no changes to the Program. The Board concurred that it is not necessary to adopt a Program amendment at this time.

Mr. Jacobson reviewed the draft 2022 Consumer Confidence Report ("CCR") with the Board. He reported that the District's drinking water is regulated by the Texas Commission on Environmental Quality ("TCEQ") to ensure the water meets all of the requirements as stated in the Federal Drinking Water Standards, which also requires the District to publish a CCR to District residents regarding the status of the drinking water. He stated that the Environmental Protection Agency allows for electronic CCR delivery with a customer option to request a paper CCR. He requested Board authorization to include a website link to the CCR on the June water bill in lieu of mailing out hard copies of the CCR to all District customers, and provide hard copies of the CCR only to those customers who request hard copies. Mr. Jacobson stated he will email the CCR to Director Bernardini for posting on the District's website.

The Board reviewed the District's Emergency Operations Plan.

The Board conducted a hearing on the termination of utility service. Mr. Jacobson reported that the residents on the termination list provided to the Board were mailed written notice prior to the meeting in accordance with the District's Rate Order, notifying them of the opportunity to appear before the Board to explain, contest, or correct the utility service bill, and to show reason why utility service should not be terminated for reason of nonpayment.

The Board discussed emergency response training. Following discussion, the Board deferred action Director Bernardini confirmed that he will availability of antennas at Malcomson Road water plant and forward information to Eagle.

Following review and discussion, Director Skarboszewski moved to: (1) accept the operator's report; (2) approve the proposal from Eldridge Roofing and Gutters for roof repairs at the water plants in the amount of \$1,475; (3) approve the CCR, subject to review and finalization, and authorize the operator to include a website link to the CCR on customer water bills in lieu of mailing out hard copies of the CCR to all District customers, provide hard copies of the CCR to those customers who request hard copies, file the certificate of mailing with the TCEQ, and post the CCR on the District's website; and (4) terminate utility service in accordance with the procedures set forth in the District's Rate Order because the residents on the termination list were neither present at the meeting nor

had presented any statement on the matter, and direct that the delinquent customer list be filed appropriately and retained in the District's official records. Director Murr seconded the motion, which passed unanimously.

NHCRWA MATTERS

Director Murr updated the Board on NHCRWA matters.

LAKE FOREST PLANT ADVISORY COUNCIL MATTERS

Director Skarboszewski reported on LFPAC matters.

WEBSITE AND COMMUNICATION MATTERS

The Board reviewed the monthly activity report, a copy of which is attached.

There being no further business to come before the Board, the meeting was adjourned.

Secretary, Board of Directors



(SEAL)

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