

MINUTES  
HARRIS COUNTY MUNICIPAL UTILITY DISTRICT NO. 18

June 12, 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 12th day of June 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, except Director Kennedy, thus constituting a quorum.

Also present at the meeting were: Jennifer Kozak of Lakewood Forest Fund, Inc.; Lieutenant Wayne Curry of the Harris County Precinct 4 Constable's Office; Wendy Austin of District Data Services, Inc.; Isabel Mata of Wheeler & Associates, Inc. ("Wheeler"); Tom Matkin, Janice Noeldner, and Emma Wallace of Baxter Woodman, Inc. ("Baxter Woodman"); TR Riley 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.

MINUTES

The Board considered approving the minutes of the May 8, 2023, regular meeting. After review and discussion, Director Swann moved to approve the minutes as revised. Director Bernardini 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. The Board reviewed correspondence regarding 2024 interlocal agreement rate changes, a copy of which is attached.

## FINANCIAL AND BOOKKEEPING MATTERS

Ms. Austin 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 updated the Board on the sales tax funds from the City of Houston for April 2022.

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

## TAX ASSESSMENT AND COLLECTION MATTERS

Ms. Mata reviewed the tax assessor/collector's report and the delinquent tax roll, copies of which are attached. The Board requested Wheeler review administrative fees for installment payment plans.

The Board considered authorizing the delinquent tax attorney, Perdue, Brandon, Fielder, Collins & Mott, to proceed with the collection of delinquent taxes as of July 1, 2023.

Following review and discussion, Director Skarboszewski moved to: (1) approve the tax assessor/collector's report and payment of the tax bills; and (2) authorize the delinquent tax attorney to proceed with collection of 2022 delinquent taxes. Director Swann 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 water quality.

Ms. Noeldner updated the Board on the sanitary sewer system cleaning and televising program – area III. She stated that the televising is complete, and Baxter Woodman will review the videos and reports once received.

Ms. Noeldner updated the Board on the water plant improvements, as reflected in the engineer’s report. Discussion ensued regarding manual and electronic gate options, wood accented aluminum fencing, and an alternate bid for two additional sides of fencing.

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

Ms. Noeldner stated that there was no update regarding the consent to encroachment.

Following review and discussion, and based on the engineer’s recommendation, Director Skarboszewski moved to approve the engineer’s report. Director Bernardini seconded the motion, which passed unanimously.

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

Mr. Riley 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 90.92%.

Mr. Riley stated that the Malcomson Road water plant generator requires replacement. The Board requested Eagle provide a report on the condition of the generators at the Malcomson Road and Oak Bluff water plants at the next meeting.

The Board conducted a hearing on the termination of utility service. Mr. Riley 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.

Following review and discussion, Director Bernardini moved to accept the operator’s report and 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 Skarboszewski seconded the motion, which passed unanimously.

NORTH HARRIS COUNTY REGIONAL WATER AUTHORITY ("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.

/s/ Michael Murr  
Secretary, Board of Directors



(SEAL)

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