

HARRIS COUNTY MUNICIPAL UTILITY DISTRICT NO. 373

MINUTES OF MEETING OF BOARD OF DIRECTORS

May 18, 2020

The Board of Directors (the "Board") of Harris County Municipal Utility District No. 373 (the "District") met in regular session, open to the public, on May 18, 2020, by Zoom meeting at Meeting ID No. 875-1397-2718, Password: 008716, telephone: 1-346-248-7799 as a result of the current COVID-19 Virus epidemic (the "Emergency"), Section 551.125 of the Texas Government Code, and the guidance of the Governor of the State of Texas in accordance with the fully posted notice of meeting, and the roll was called of the duly constituted members of the Board as follows:

David W. Chapek	President
Luis M. Lebron	Vice President
Fernando Quinonez	Secretary
David Blackmon	Assistant Vice President/Investment Officer
Michael Huebner	Assistant Secretary

and all of said persons were present, thus constituting a quorum.

Also present during all or portions of the meeting were: Terrie L. Sechrist of Sechrist-Duckers LLP, attorneys for the District; David Patterson of Assessments of the Southwest ("ASW"), tax assessor-collector for the District; and Phyllis Herbst, bookkeeper for the District.

The President called the meeting to order and declared it open for such business as might regularly come before the Board.

MINUTES

The Board first considered approval of the minutes of its regular meeting held on April 13, 2020. After discussion, Director Blackmon made a motion to approve the minutes of the April 13, 2020, regular Board meeting, as presented. Director Lebron seconded the motion, which carried unanimously.

PUBLIC COMMENTS

No comments were received from the public.

BOOKKEEPER'S REPORT

Ms. Herbst then presented the Bookkeeper's Report as of May 18, 2020 (the "Bookkeeper's Report"), a copy of which is attached hereto as Exhibit "A". She informed the Board that Central Bank does not charge any fees for its checking accounts and also does not pay any interest on the checking accounts. After discussion, Director Blackmon made a motion to transfer the District's

checking accounts to Central Bank. Director Huebner seconded the motion, which carried unanimously.

After further discussion, Director Quinonez made a motion to accept the Bookkeeper's Report and authorize payment of all disbursements listed on the Bookkeeper's Report or otherwise presented at the meeting. Director Lebron seconded the motion, which carried unanimously.

TAX ASSESSOR/COLLECTOR'S REPORT

Mr. Patterson next presented the Tax Assessor/Collector's Report for April 2020 (the "Tax Report"), a copy of which is attached hereto as **Exhibit "B"**. He reported that 98.41% of the District's 2019 taxes and 99.71% of the District's 2018 taxes have been collected as of April 30, 2020.

After discussion, it was moved by Director Blackmon and seconded by Director Lebron to accept the Tax Report and authorize payment of all disbursements listed on the Tax Assessor/Collector's Report or otherwise presented at the meeting. The motion carried by unanimous vote.

ENGINEER'S REPORT

No report was received from the District's Engineer.

PARK AND RECREATIONAL FACILITIES

The Board next discussed the District's park facilities. Director Huebner reported that signs relating to the recently issued Harris County emergency orders (the "Emergency Orders") posted at the playground were taken down by residents. After discussion, the Board concurred to post information about the Emergency Orders on the District's website and on the kiosk in Island Park.

Director Huebner next reported on the recent damage to one half of the double slide on the playground. Discussion ensued regarding possible methods of repair, including a retrofit kit and the use of marine repair materials. After discussion, the Board requested Director Chapek and Director Huebner to determine the best repair method.

Director Huebner next presented a quote for new playground equipment in the amount of \$35,375.13 (the "Playground Quote"), a copy of which is attached hereto as **Exhibit "C"**. After discussion, a motion was made by Director Chapek to approve the Playground Quote and authorize payment of the thirty percent (30%) deposit. The motion was seconded by Director Huebner and carried unanimously. Ms. Sechrist stated that she would prepare the sales tax exemption certificate.

Discussion then ensued regarding removal of a dead tree in Island Park. After discussion, the Board concurred to authorize Nelson's Lawn Care to cut down and haul away the dead tree in Island Park at a cost not to exceed \$350.00.

ATTORNEY'S REPORT

A. RESOLUTION ADOPTING PREVAILING WAGE RATE SCALE FOR CONSTRUCTION PROJECTS

Ms. Sechrist next presented a Resolution Adopting Prevailing Wage Rate Scale for Construction Projects (the "Wage Rate Resolution") and reviewed a survey (the "Survey") which reflected the prevailing wage rates set by the United States Department of Labor (the "DOL"). Ms. Sechrist informed the Board that the City of Seabrook and Harris County have adopted the wage rates set by the DOL. After discussion, Director Lebron moved that the Board approve the Survey and adopt the Wage Rate Resolution. Director Blackmon seconded the motion, which carried unanimously.

B. ACCEPT QUALIFICATION STATEMENTS, BONDS AND OATHS OF OFFICE OF NEWLY ELECTED DIRECTORS

The Board next considered approval of the Certificates of Election, Sworn Statement, Bonds and Oaths of Office (the "Election Documents") of newly elected Directors Blackmon, and Huebner. After discussion, Director Lebron moved to accept the Election Documents. The motion was seconded by Director Chapek, which carried unanimously.

C. AUTHORIZE PREPARATION AND FILING OF AN UPDATED DISTRICT REGISTRATION FORM

The Board then considered authorizing the preparation and filing of an updated District Registration Form reflecting the new terms of office for the newly elected directors. After discussion, Director Chapek moved to authorize the preparation and filing of an updated District Registration Form. The motion was seconded by Director Huebner, which carried unanimously.

ADJOURNMENT

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

PASSED, APPROVED, AND ADOPTED this 14th day of September, 2020.



A. Steiner
Secretary, Board of Directors

LIST OF ATTACHMENTS

Exhibit "A" – Bookkeeper’s Report

Exhibit "B" – Tax Assessor/Collector’s Report

Exhibit "C" – Playground Equipment Quote