

HARRIS COUNTY MUNICIPAL UTILITY DISTRICT NO. 248

Minutes of Meeting of Board of Directors

March 8, 2023

The meeting of the Board of Directors (“Board”) of Harris County Municipal Utility District No. 248 (“District”) was held at 13205 Cypress North Houston Road, Cypress, Texas on March 8, 2023 with a quorum of Directors present, as follows:

A. Richard Wilson, President
Marie Godard, Vice President
Dedrick Wilmer, Director

and the following absent:

Long Nguyen, Secretary
Richard Ford, Director.

Also present were Mr. Jerry Homan; Mr. Brian Breeding; Ms. Pam Magee; Ms. Pat Hall; Ms. Angela Cunningham; Mr. Bob Ideus; Mr. Patrick Newton; Mr. Scott Gray; Ms. Jennifer Hanna; Ms. Rhonda Shepherd; and Ms. Melissa J. Parks, attorney for the District.

The meeting was called to order and declared open for such business as might regularly come before it. In the absence of the Board Secretary, Director Wilmer was designated Secretary Pro Tempore and authorized to sign these minutes and attest to other documents adopted by the Board at this meeting.

1. The Board opened the floor for public comment. No public comment was presented.
2. The Board unanimously approved the minutes of the meeting held on February 8, 2023.
3. The Board discussed development of the Weiser Business Park. Ms. Parks reported that Trammell Crow Company has requested the District consider accepting conveyance of a sliver of land between Fallbrook Drive and an HCFCFD fee strip that is not needed by Trammell Crow. The Board was generally receptive to the request as long as Trammell Crow enters into an agreement to mow and maintain the property. An item will be placed on the April agenda for Board consideration.
4. Mr. Bob Ideus presented the bookkeeper’s report. He reviewed the report with the Board and thereafter, upon motion duly made, seconded, and unanimously carried, the Board approved the bookkeeper’s report as presented as well as the checks listed thereon.
5. Mr. Ideus presented a draft budget for the District’s fiscal year ending March 31, 2024. After discussion, the Board approved the budget and voted unanimously to adopt the attached Resolution Adopting Operating Budget. Mr. Ideus also presented the budget in a seasonally-adjusted format which he will update monthly to compare budgeted versus actual revenues and expenditures.

6. Jennifer Hanna of FORVIS, LLP presented a proposal to conduct the District's audit for the fiscal year ending March 31, 2023, which the Board unanimously approved.

7. Pat Hall presented the tax assessor-collector's monthly report indicating 2022 taxes are 92.7% collected through February 28. She confirmed delinquent statements have been mailed. Ms. Hall reviewed checks presented for payment of current bills and taxpayer refunds. She then reviewed 2022 taxable values broken down by property type. Residential property comprises approximately 22% of the value; various categories of commercial and non-residential real property comprise 63%; and the remaining approximately 15% is multi-family and personal property. The Board then discussed the Tesla property with Ms. Hall and Mr. Homan. Tesla's sales tax permit number has been added to the Strategic Partnership Agreement list of businesses and forwarded to the City. Ms. Parks confirmed that in 2011 the Board adopted a resolution for taxation of tangible personal property in transit which would otherwise be exempt under the Texas Tax Code. The Board generally discussed the nature of Tesla's business model and practices. Equi-Tax will monitor Harris Central Appraisal District valuation of the real and personal property located at the Tesla site. After further discussion of the tax assessor-collector's report, upon motion duly made, seconded, and unanimously carried, the Board approved the report as presented as well as the checks drawn on the tax fund.

8. Mr. Breeding presented the operator's report indicating that there were 707 active connections within the District. Water accountability for the month was 102%, with 10,292,000 gallons of water purchased. The White Oak strip center is almost built out. The Weiser lift station is operating, and initial startup of the generator was completed. The operators replaced a fire hydrant at 14030 White Oak Gardens and replaced the sidewalk upon completion of the work. There are four pending commercial taps: two in the Weiser Business Park and two at other locations in the District. Mr. Breeding discussed a request from the customer at 10710 White Oak Park Court for removal of trees on District property that are affecting the resident's fence. Mr. Breeding stated the operators could remove the trees for less than \$1,000, and upon discussion, the Board authorized the work.

9. Scott Gray presented the detention pond operations report. No unusual conditions were noted at the District's ponds upon the most recent inspection by Champions Hydro-Lawn. The County has not yet repaired the outfall at the Reserve at 290 Commons pond. Mr. Gray reported on a request received from a District resident for installation of pet waste stations at the walking trail around the pond. The Board noted it has considered such a request in the past without approval, and it took no action to accommodate today's request.

10. Mr. Newton presented the engineer's report. The engineers are working on the final pay estimate for the contract with 5J Services, LLC for the Weiser lift station. Construction of the traffic signal by CityLynx, Inc. is substantially complete, and startup will be scheduled once CenterPoint connects power and the contractor addresses remaining items. R Construction Civil, LLC is working on the package for storm sewer and road conveyance to Harris County as well as the final pay estimate on the water, sanitary sewer, drainage, and paving construction contract. LGG Construction has begun work on the north water line loop, and Mr. Newton presented pay estimate No. 1 in the amount of \$268,467.34 for payment by Trammell Crow on behalf of the District. The Board unanimously authorized this payment and accepted the engineer's report.

11. The Board discussed the proposed Interlocal Agreement with Harris County regarding joint use and conveyance of the Weiser detention pond. Since the last meeting, the County proposed revisions to a portion of the agreement which the District's attorneys have since reviewed and prepared clarifying revisions. The Board reviewed and discussed the proposed agreement in detail, agreeing unanimously to approve it in substantially the form presented. The Board agreed to conduct a special meeting, if necessary, in the event Harris County raises an issue with the revised language as approved by the District. While a date for Commissioners Court consideration of the interlocal agreement has not yet been specified, in order to facilitate ultimate conveyance of the pond to Harris County, the Board now agreed unanimously to accept conveyance of the pond from Trammell Crow after County approval of the agreement. Ms. Parks mentioned that once the County funds this transaction, it will be appropriate for the District to reimburse Trammell Crow for the pond site and for construction of the pond. To that end, the Board had general discussions with Ms. Hanna about preparation of a developer reimbursement audit and agreed to formally consider such an engagement next month.

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



Secretary

**HARRIS COUNTY MUNICIPAL UTILITY DISTRICT NO. 248
NOTICE OF PUBLIC MEETING**

Notice is hereby given to all interested parties that the Board of Directors of the captioned District will hold a public meeting at 13205 Cypress North Houston Road, Cypress, Harris County, Texas.

The meeting will be held at **11:30 a.m. on Wednesday, March 8, 2023.**

The subject of the meeting is to consider and act on the following:

1. Public comments
2. Minutes of meeting held February 8, 2023
3. Developer's report; Weiser Business Park development; proposed annexation of land into District
4. Bookkeeper's report; pay bills; investment of District funds
5. Resolution Adopting Operating Budget for Fiscal Year Ending March 31, 2024
6. Engage Auditor for Fiscal Year Ending March 31, 2023
7. Tax assessor-collector's report; invoices and checks; status of delinquent taxes; authorize termination of water service; authorize account write offs as appropriate
8. Operator's report; repair and maintenance of District water, sewer, and drainage facilities; customer appeals and account adjustments; termination of service for delinquent accounts; authorize writing off uncollectable accounts; surface water conversion
9. Detention pond operator report; authorize repair and maintenance
10. Engineer's report; project design, approve award of construction contracts; approve change orders, pay estimates, and advertisement for bids; utility commitments; advertisement for bids
11. Joint Participation Interlocal Agreement with Harris County regarding joint use and/or conveyance of Weiser Detention Pond; Accept conveyance of pond
12. Pending business, including update of Strategic Partnership Agreement business list



A handwritten signature in black ink that reads "Melissa J. Parks".

Melissa J. Parks
Attorney for the District