

HARRIS COUNTY MUNICIPAL UTILITY DISTRICT NO. 248

Minutes of Meeting of Board of Directors

July 12, 2023

A 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 July 12, 2023 at which a quorum of Directors was present, as follows:

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

and the following absent:

Long Nguyen, Secretary.

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

The President of the Board called the meeting to order and declared it open for such business as might properly 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 June 14, 2023.
3. Bob Ideus presented the bookkeeper's monthly report. He reviewed the report with the Board, including a budget comparison report reflecting activity during the first quarter of the fiscal year ending February 29, 2024. The Board discussed with Mr. Ideus progress with transition of bookkeeping services to McLennan & Associates, LLP and transmittal of the books to the auditor for the February 28, 2023 audit. The process is moving forward, with Mr. Ideus indicating he intends to prepare the monthly report for the August meeting and thereafter complete the transition. After further discussion, upon motion duly made, seconded, and unanimously carried, the Board approved the bookkeeper's report as presented as well as the checks listed thereon.
4. The Board considered the attached Resolution authorizing an increase in and establishing an annual limit on fees of office. Ms. Parks noted that the Texas Water Code was amended in the regular 2023 Texas legislative session to allow the Board to increase the fees of office paid to directors. The fees can be increased to the amount of the per diem set by the Texas Ethics Commission for members of the state legislature, currently \$221 per day of service. The new legislation did not increase the \$7,200 annual limit on fees of office. After discussion, upon motion by Director Wilmer, seconded by Director Ford, the Board unanimously adopted the attached Resolution authorizing the increase.

5. The Board tabled action on appointment of a new investment officer.

6. Pat Hall presented the tax assessor-collector's monthly report indicating that 2022 taxes were 95.4% collected through June 30. Ms. Hall briefly discussed the District's preliminary 2023 taxable value. Based on information received from the Harris County Appraisal District, the total value is approximately 17% higher than last year. Ms. Hall presented a list of accounts for transfer to the District's uncollectible roll, and upon motion by Director Ford, seconded by Director Wilmer, the Board unanimously authorized transfer of the accounts. After further discussion, upon motion duly made, seconded, and unanimously carried, the Board approved the tax assessor-collector's report as presented and release of the checks drawn on the tax fund.

7. Brian Breeding presented the operator's report indicating that there were 718 active connections within the District. Water accountability for the month was 102%, with 13,826,000 gallons purchased. Mr. Breeding discussed work done by the operators during the month. The pump at the Weiser lift station was pulled to address problems with the controller. The pump is still operable and the controller is still under warranty. Three commercial taps are pending. Jerry Homan addressed the Board about the recent conference of the Association of Water Board Directors, including discussions there about state legislation passed to address public facility corporations and issues they can cause to entities such as the District. Mr. Homan then noted the operators had addressed reports from a resident about a Yellowstone Landscapers truck appearing to illegally obtain water from District fire hydrants in the Weiser Business Park. The situation appears to be handled, but if Yellowstone continues to access the fire hydrants, the Board will consider taking further action. Finally, Mr. Homan confirmed that the operators will again be driving through the District to update the Strategic Partnership Agreement business list for submission to the City of Houston. After further discussion of operating matters, the Board approved the report as presented.

8. Scott Gray presented the detention pond operations report. No unusual conditions were noted at the District's ponds upon the most recent inspection. A new screen is being manufactured for installation at The Reserve at 290 Commons pond. The Board discussed maintenance of the Weiser pond upon its conveyance to Harris County, and Ms. Parks noted that the interlocal agreement with the County provides that the County is responsible for maintenance once it takes ownership of the property.

9. The Board discussed communications from White Oak Falls homeowners association (HOA) concerning the District pond and walking path within the neighborhood. A petition had been received from a representative of the HOA with signatures of 23 neighborhood residents. The petition requested that the District install pet waste stations along the trail, address drainage on the west side of the property, and mow and pick up trash on a more frequent basis. Several of the District's consultants had reviewed the petition and they now discussed their findings and observations with the Board. Mr. Homan noted that a White Oak Falls resident had contacted his office about this and related matters, and he had provided detailed information and invited the resident to attend the Board meeting. The Board further discussed the requests and declined to implement them. The Board authorized Mr. Homan's office to respond to the HOA and its management company to communicate the Board's decision.

10. Mr. Newton presented the engineer's report. Regarding construction of the water, sanitary sewer, drainage, and paving facilities by R Construction Civil in the Weiser Business Park, Mr. Newton reported that the package for acceptance of storm sewers and roads had been submitted to Harris County, and the engineers expect an inspection to be scheduled later this summer. Construction of the north water line loop for service to building No. 4 has been completed by LGG Construction, and Mr. Newton stated the Board could move forward to reimburse the developer for this project with proceeds from the District's Series 2022 bonds. To that end, the Board authorized the engineer and attorney to contact Forvis, LLP so that it can begin work on the reimbursement audit.

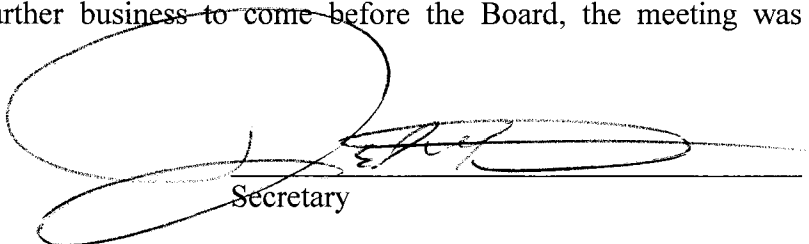
Mr. Newton addressed the Huffmeister Road and Hempstead Road tracts within the District, also referred to as the triangle tract. Attached to his report was a cost estimate and related information prepared in 2019 when the triangle tract landowners had requested District service. The District has recently been contacted by Steve Quance of Drake Enterprises, LLC, owner of several properties within the triangle tract, requesting service. To that end, Mr. Newton requested Board authorization to review water and sewer service options for the triangle tract and to revise the 2019 estimates. Mr. Quance addressed the Board and stated that Drake Enterprises would request that the District fund the cost of facility extensions necessary to serve the property. The Board considered the amount of taxes paid to the District since this property has been included within the District's boundaries and requested such information from the tax assessor collector. After further discussion, the Board authorized the District's engineer to update the estimates and also authorized the engineer, operator, and attorney to work with Mr. Quance on the request for service to the tract.

11. The Board discussed the status of closing and funding of the conveyance of the Weiser detention pond to Harris County under the interlocal agreement approved in April. Ms. Parks reported the County is still reviewing the deed and noted she will follow up again with Harris County in an effort to get the transaction closed. As noted earlier, the agreement provides that after the District conveys the pond to the County, the District shall have no further maintenance obligations for the pond.

12. The Board discussed pending business and had additional discussions with Mr. Ideus and Mr. Diaz regarding transfer of bookkeeping responsibilities to McLennan & Associates.

13. There was no update regarding the status of conveyance of a small Weiser BP Land tract north of Fallbrook to the District or finalization of an agreement for mowing and maintenance of such tract. The developer is in the process of revising the covenants, conditions and restrictions currently covering the small tract and, once revised, the transaction could be completed.

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, July 12, 2023.**

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

1. Public comments
2. Minutes of meeting held June 14, 2023
3. Bookkeeper's report; review of checks and invoices; payment of bills; investment of District funds; depository pledge agreement with Amegy Bank
4. Resolution Authorizing Increase in Director Fees of Office
5. Appointment of Investment Officer
6. Tax assessor-collector's report; invoices and checks; status of delinquent taxes; authorize termination of water service; authorize account write offs as appropriate
7. 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
8. Detention pond operator report; authorize repair and maintenance
9. Communication from White Oak Falls homeowner's association concerning District pond and walking path
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; capital improvements plan
11. Status of closing and funding conveyance of Weiser Detention Pond to Harris County under Joint Participation Interlocal Agreement; reimbursement of developer; maintenance of pond after conveyance to County
12. Water and sewer service to 290/Huffmeister/Hempstead triangle tract
13. Status of conveyance of Weiser BP Land, LLC tract to District and agreement for mowing and maintenance of tract
14. Pending business



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

Melissa J. Parks
Attorney for the District