

**HARRIS COUNTY MUNICIPAL UTILITY DISTRICT NO. 248**

Minutes of Meeting of Board of Directors

November 8, 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 Wednesday, November 8, 2023 at which a quorum of Directors was present, as follows:

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

and the following absent:

None.

Also present were Mr. Jerry Homan; Mr. Brian Breeding; Mr. Sam Meza; Ms. Pam Magee; Ms. Pat Hall; Ms. Angela Cunningham; Mr. Patrick Newton; Mr. Scott Gray; Mr. Jorge Diaz; Ms. Leslie Cook; 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.

1. The Board opened the floor for public comment. No public comment was presented.

2. The Board considered the minutes of its meeting held October 11, 2023. Upon unanimous vote, the Board approved the minutes as presented.

3. The Board discussed the sale District’s \$5,870,000 Defined Area Unlimited Tax Road Bonds, Series 2023. The District recently advertised for bids for sale of these bonds, and Leslie Cook presented and discussed the two bids received. The lowest bid was that of Hilltop Securities Inc., with a net effective interest rate of 5.647486%. Ms. Cook noted the interest rate offered by the low bidder had come in a bit lower than expected. She recommended that the bonds be sold to Hilltop Securities. Upon unanimous vote, the Board adopted the attached Order awarding sale of Series 2023 bonds to Hilltop Securities Inc., which Order is attached to these minutes.

4. Ms. Parks described the Bond Order for the Series 2023 bonds. Upon unanimous vote, the Board adopted the attached Bond Order.

5. It was next mentioned that a paying agent/registrars agreement is required in connection with the Series 2023 bonds. The Board unanimously approved and authorized execution of a paying agent/registrars agreement with Zions Bancorporation, National Association.

6. Leslie Cook described actions that will be taken to prepare and distribute the final Official Statement for the District’s Series 2023 bonds. After discussion, the Board voted unanimously to approve the Official Statement and authorized its issuance and distribution as required by law. The Board also voted unanimously to engage Bracewell LLP as disclosure counsel. Ms. Parks described various certificates and documents related to issuance of the bonds

that are necessary to obtain approval by the Attorney General of the State of Texas, registration by the Comptroller of Public Accounts, and delivery to the purchaser. After discussion, the Board unanimously authorized and approved all such documents. The Board further authorized the President, Vice President, and Secretary, as well as the District's consultants, to take such actions as necessary to cause the bonds to be approved and delivered. The Board agreed to review a report next month of agreed-upon procedures in connection with issuance of the bonds and reimbursement of the developers, as the bonds will be scheduled to close and fund the day after the December meeting.

7. Pat Hall presented the tax assessor-collector's regular monthly report, indicating that 2022 taxes were 99.5% collected through October 31. The District's 2023 taxes have been billed. Certified taxable value within the District is \$748,232,159. Ms. Hall reviewed proposed disbursements from the tax account. Ms. Hall next presented and reviewed a monthly report concerning the District's Defined Area and reflecting the amount of 2023 taxes levied in the Defined Area. There were no collections to date and no disbursements. The report reflected the certified taxable value within the Defined Area at \$67,702, 021. After further discussion of the reports, upon motion duly made, seconded, and unanimously carried, the Board approved the tax assessor-collector's reports as presented and authorized release of the checks listed thereon.

8. Jorge Diaz presented the bookkeeper's monthly report, reviewing the invoices reflected thereon and a schedule of District investments. The Board reviewed the activity in each account and a comparison of actual versus budgeted revenues and expenditures to date in the general fund account for the fiscal year ending March 31, 2024. After further discussion of bookkeeping matters, upon motion by Director Wilson, seconded by Director Wilmer, the Board voted unanimously to approve the bookkeeper's report as presented and authorized release of the checks listed thereon. Mr. Diaz continues work to fully complete the transition of bookkeeping services.

9. Brian Breeding presented the operator's report, indicating 736 bills were prepared during the month, including six refunds. Water accountability for the month was 102%, with 14,838,000 gallons purchased by customers. Mr. Breeding discussed drought measures, noting that since the last meeting, Stage 1 voluntary measures have been lifted.

The operators have repaired damages to District facilities caused during fiberoptic cable installation in the District by Ezee Fiber and its subcontractors. As noted last month, the operators have invoiced Ezee Fiber for the District's charges incurred to repair the damages, and the attorneys followed up with a letter demanding payment of the charges. As a result of the various communications from the District, Ezee Fiber delivered payment today of the outstanding amounts due to the District. The Board was pleased with this outcome. The operators reported that Ezee Fiber continues to work within the District, and the operators will maintain vigilance concerning further damage to District facilities. Mr. Breeding addressed other work in the District during the month, including removal of graffiti from the fence at the Weiser lift station. The pump controller at the White Oak Falls lift station was replaced. The operators then reported on issues with unauthorized use of District water by occupants of several houses within the White Oak Falls subdivision owned by Texas Central Railroad. The operators had discovered illegal connections to two homes. They removed the connections and placed notices at the homes directing the occupants to establish accounts and pay the deposits required under the District's Rate Order. The operators will monitor the situation and advise the Board if further action becomes necessary. After further discussion of operating matters, the Board approved the report as presented.

10. Scott Gray presented the monthly detention pond operations report. Mr. Gray reviewed photographs showing satisfactory conditions at all ponds. Regarding proposals discussed last month for repair and rehabilitation of outfalls in the White Oak Falls and White Oak Springs ponds, Mr. Gray distributed detailed breakdowns prepared with the assistance of the District's engineer itemizing the proposed work. Both projects consist of repair and maintenance of existing facilities financed with bond proceeds, and to that end, as noted last month, surplus capital projects funds could be used to pay for this work under TCEQ rules. The Board reviewed the District's capital projects fund balance generally and discussed amounts remaining reimbursable to the developer from the Series 2022 bonds. It appeared surplus funds of approximately \$278,000 would be available after such reimbursement, which will be confirmed with the bookkeeper, engineer, and auditor. The Board discussed the overall logistics of proceeding with the projects and indicated its preference that the engineers coordinate and oversee the work and that the proposed work be shown on the plans for construction of the ponds. After further discussion, upon motion by Director Wilson, seconded by Director Wilmer, the Board approved the proposals of Champions Hydro-Lawn for work at both ponds subject to the above discussion and upon further review of such materials by Director Nguyen. Mr. Gray acknowledged the Board's direction and agreed Champions Hydro-Lawn would not begin work until it has received the above materials from the District's engineer and been notified to proceed.

11. Patrick Newton presented the monthly engineer's report. CityLynx has completed work at the traffic signal and the signal is active. The engineers are processing pay estimate No. 6 and final of CityLynx which will be included among amounts to be reimbursed to the developer with proceeds from the Series 2023 Road Bonds. R Construction Civil is working on punchlist items for water, sewer, drainage, and paving in Weiser Business Park. Conveyance of maintenance responsibility for the roads and storm sewer to Harris County will occur after all construction is complete and upon the expiration of the maintenance bond period.

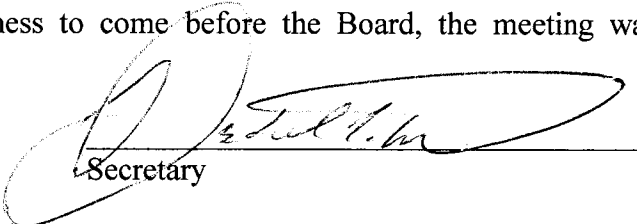
As reported last month, Harris County FWSD No. 61 has awarded a contract for a sanitary sewer and manhole rehabilitation project. A preconstruction meeting will be held soon, and the engineer will obtain additional detail from No. 61, including the amount of the District's share of the project.

Mr. Newton reported that he and Mr. Homan continue to coordinate a meeting with the owner of several properties comprising the Huffmeister Road and Hempstead Road tracts within the District (triangle tract). After further discussion, the Board approved the engineer's report as presented.

12. The Board discussed the status of closing and funding of the Weiser detention pond to Harris County. Several of the District's consultants remain in contact with Harris County about this transaction and anticipate it will be completed before the end of the year.

13. The Board reviewed proposals for renewal of the District's insurance policies. It was noted that the premium for cyber liability coverage was lower than last year, as the expiring coverage was for an extended term (15 months). Upon this renewal, all policies will have a common expiration date. After further discussion, upon motion duly made, seconded, and unanimously carried, the Board approved the insurance proposals as presented.

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, November 8, 2023**. The subject of the meeting is to consider and act on the following:

1. Public comments
2. Minutes of meeting held October 11, 2023
3. Harris County MUD No. 248 Defined Area Unlimited Tax Road Bonds, Series 2023:
  - a. Open Bids and Award Sale of Series 2023 Bonds
  - b. Bond Order for Series 2023 Bonds
  - c. Official Statement for Series 2023 Bonds
  - d. Paying Agent/Registrar Agreement for Series 2023 Bonds
  - e. Engage Disclosure Counsel for Series 2023 Bonds
  - f. Approve and Ratify Certificates, Resolutions, Orders and all Documents Necessary to Complete Approval, Registration and Delivery of Series 2023 Bonds and Authorize President, Secretary, and Consultants to take All Actions Necessary to Complete Approval, Registration, and Delivery of the Bonds
  - g. Developer Reimbursement Audit for Series 2023 Bonds
4. Tax assessor-collector's report; invoices and checks; status of delinquent taxes; authorize appropriate actions for collection of delinquent accounts
5. Bookkeeper's report; review of checks and invoices; payment of bills; investment of District funds
6. 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; drought response measures under Drought Contingency Plan
7. Damages to District facilities due to fiberoptic cable installation; authorize appropriate actions to recover costs of District repairs
8. Detention pond operator report; authorize repair and maintenance; plan for comprehensive evaluation and rehabilitation of outfall pipes
9. 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
10. Resolutions Authorizing Use of Surplus Capital Projects Funds (outfall maintenance and sanitary sewer/manhole rehabilitation projects)
11. Water and sewer service to 290/Huffmeister/Hempstead triangle tract
12. Status of closing and funding conveyance of Weiser Detention Pond to Harris County under Joint Participation Interlocal Agreement and reimbursement of developer
13. Renewal of District insurance policies
14. Pending business



  
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Melissa J. Parks  
Attorney for the District