

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

Minutes of Meeting of Board of Directors

January 10, 2024

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, January 10, 2024, 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 Ms. Jennifer Hanna; Ms. Pat Hall; Ms. Angela Cunningham; Mr. Jorge Diaz; Mr. Brian Breeding; Mr. Jerry Homan; Ms. Pam Magee; Ms. Megan Carson; Mr. Scott Gray; Mr. Patrick Newton; Ms. Ronda Shepherd; 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 comments were offered.

2. The Board reviewed the minutes of its meeting held December 13, 2023. Upon unanimous vote, the Board approved the minutes as presented.

3. The Board discussed the status of the District’s \$5,870,000 Defined Area Unlimited Tax Road Bonds, Series 2023 and was informed by Ms. Parks that the transaction had closed and funded. Jennifer Hanna of FORVIS, LLP presented a supplement to the audit the Board approved December 13, 2023 for reimbursement of road facilities to the Weiser Business Park developer from proceeds of the Road Bonds. The supplement indicated an additional reimbursement amount of \$24,932.50 is due for the traffic signal constructed by CityLynx Inc. After review, the Board unanimously approved the supplemental audit and authorized reimbursement of the amount set forth therein to Weiser Business Park Land LLC.

In addition, Ms. Hanna presented a supplement to the developer reimbursement audit approved on December 14, 2022 regarding amounts reimbursable from proceeds of the District’s \$5,660,000 Unlimited Tax Bonds, Series 2022. Since preparation of that report, the developer had submitted additional construction contractor invoices for water, sewer and drainage projects funded by the Series 2022 bonds. The supplemental audit indicated a

reimbursement amount of \$195,470.96 is due. After review and discussion, the Board unanimously approved the supplement and authorized reimbursement to Weiser Business Park Land LLC.

4. Jorge Diaz presented the bookkeeper's monthly report. He reviewed the checks reflected thereon and activity in each District account. He presented a comparison of actual versus budgeted revenues and expenditures to date in the general fund account for the fiscal year ending March 31, 2024. Both revenues and expenditures were slightly lower than budgeted, and most maintenance taxes have not yet been received but are expected soon. Mr. Diaz reviewed a schedule of District investments and thereafter, upon motion by Director Wilmer, seconded by Director Nguyen, the Board unanimously approved the bookkeeper's report as presented and authorized release of the checks listed thereon.

5. Pat Hall presented the tax assessor-collector's regular monthly report, which indicated that through December 31, the 2023 taxes were 13.5% collected. Certified taxable value within the District for 2023 is now \$752,196,218. Ms. Hall reviewed proposed disbursements from the tax account amounting to \$11,666.32. She next reviewed a monthly report concerning taxes levied in the District's Defined Area. Through December 31, the 2023 taxes were 4.4% collected. Ms. Hall reviewed proposed disbursements from the Defined Area tax account amounting to \$3,500 and noted that the 2023 certified taxable value within the Defined Area remained at \$67,702,021. After further discussion of both reports, upon unanimous vote, the Board approved the reports as presented and authorized release of the checks listed thereon.

6. The Board reviewed and thereafter unanimously approved tax exemptions for the year 2024 in the amount of 20% for general homestead and \$35,000 for over 65/disabled.

7. Brian Breeding presented the operator's report, indicating water accountability for the month was 102%, with 10,887,000 gallons purchased by customers. 733 bills were prepared during the month, including three refunds.

During the month the operators pulled lift pump No. 1 and installed a temporary replacement. They are obtaining a quote for repair or replacement and estimated the cost between \$15,000 and \$25,000. The Board authorized repair or replacement at a cost not to exceed \$25,000. The operators next informed the Board that the annual Consumer Price Index-based rate adjustment will be made under the District's operating, wastewater treatment, and water supply agreements with Harris County FWSD 61 and will be reflected beginning on the January statements.

Jerry Homan addressed the Board concerning the winter freeze forecasted to occur soon. The operators have reviewed provisions of the District's Rate Order limiting service disconnections during extreme weather emergencies and were prepared to implement them accordingly as appropriate. The operators have taken actions to prepare District facilities for the hard freeze. Mr. Homan reported that FWSD 61's Fallbrook water well was back on line but one of three water system generators was down. He then discussed recent actions of the North Harris County Regional Water Authority on its construction of surface water transmission lines and

noted he had advocated on behalf of the District and FWSD 61 in favor of Authority construction of its Project 31C. The Authority's board did ultimately approve proceeding with the project. It was noted that the Harris Galveston Subsidence District disincentive fee is currently \$11.76 per 1,000 gallons and would be imposed if conversion amounts are not met by the required deadlines. The Authority also considered a further reduction of its groundwater pumpage and surface water purchase fees but then tabled the action. After further discussion of operating matters, the Board approved the report as presented.

8. The Board discussed update of the Strategic Partnership Agreement business list requested by the City of Houston. Mr. Homan and Mr. Breeding noted that they had completed update of the list and would provide it to the attorneys for submission to the City.

9. Scott Gray presented the monthly detention pond operations report. He reviewed photographs showing satisfactory conditions at all ponds. After further discussion, upon unanimous vote, the Board approved the report.

10. The Board discussed maintenance of the Weiser detention pond under the District's Joint Participation Interlocal Agreement with Harris County. Since the last meeting, the sale of this pond to Harris County had closed and funded and Weiser Business Park Land LLC was reimbursed for the land and costs of construction of the pond. Under the Interlocal Agreement, the District now has no further maintenance obligation for the pond; further, the agreement provides that the County is to assume full maintenance responsibility for the pond upon completion of drainage facility improvements in the area, including on the pond site. To that end, the District has an interest in the County's plans for maintenance of the site, especially since the County's practice is to mow less frequently than the District. The County may be willing to enter into a mowing agreement and reimburse the District for a limited number of additional mowings. The District has funds available from the sale transaction to apply toward mowing under such an agreement, and Weiser Business Park Land, LLC may also be willing to contribute toward payment for more frequent mowing. After discussion, upon motion by Director Nguyen, seconded by Director Wilmer, the Board authorized District consultants to contact the County on this matter. Further, as the Weiser pond site is no longer owned by the District, the Board directed Champions Hydro-Lawn to remove the pond from the District's maintenance schedule.

11. The Board tabled discussion on use of surplus capital projects funds to pay for repair and rehabilitation of outfalls at the White Oak Falls and White Oak Springs ponds and its share of sanitary sewer/manhole repairs in FWSD 61.

12. Patrick Newton reviewed the monthly engineer's report. Regarding activity in Weiser Business Park, Mr. Newton reported R Construction Civil is working on paving punchlist items. As noted previously, conveyance of maintenance responsibility for the roads and storm sewer to Harris County will occur after construction is complete and upon the expiration of the maintenance bond. Gas service for the lift station generator serving the business park is still in the name of the construction contractor, and Mr. Newton is seeing that the contractor transfers service to the District and noted the contractor will forward previous gas invoices to the District for reimbursement.

Mr. Newton presented a proposal for LJA Engineering Inc. to perform a service line inventory required under the revised EPA lead and copper rules administered by the Texas Commission on Environmental Quality. By October, 2024, service and house lines at every connection in the District must be reviewed and inventoried, and the presence of any lead lines must be noted. The fee for the proposed work was \$5,000, and after discussion, the Board unanimously accepted the proposal.

Mr. Newton reported a preconstruction meeting had been held with Champions Hydro-Lawn for the project to replace outfall pipes at White Oak Springs and White Oak Falls ponds. The work at White Oak Falls requires a permit from a pipeline company which the engineers will coordinate obtaining. Work at White Oak Springs can begin after contact has been made with the affected homeowner. After further discussion, the Board unanimously approved the engineer's report as presented.

13. Ms. Parks noted the attorneys will undertake an annual review of the District's website for compliance with applicable statutes.

14. The Board considered adoption of an Order calling a directors election for May 4, 2024, and upon unanimous vote, the Board adopted the Order as presented.

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

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Secretary