

HARRIS COUNTY MUNICIPAL UTILITY DISTRICT NO. 248

Minutes of Meeting of Board of Directors

June 12, 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, June 12, 2024, at which a quorum of Directors was present, as follows:

A. Richard Wilson, President
Marie Godard, Vice President
Dedrick Wilmer, Secretary
Ronda Shepherd, Assistant Secretary
Richard Ford, Director

and the following absent:

None.

Also present were Ms. Angela Cunningham; Mr. Derek Davenport; Mr. Brian Breeding; Mr. Scott Gray; Mr. Patrick Newton; Ms. Leslie Cook; Ms. Pam McGee; Mr. Sam Meza; 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 May 8, 2024. Upon unanimous vote, the Board approved the minutes as presented.

3. Derek Davenport presented the bookkeeper’s monthly report. He reviewed the checks reflected thereon and activity in each District account. Mr. Davenport presented a comparison of actual versus budgeted general operating revenues and expenditures during the first two months of the fiscal year ending March 31, 2025. Finally, Mr. Davenport reviewed the investment report. Thereafter, upon unanimous vote, the Board approved the bookkeeper’s report as presented and authorized release of all disbursements listed thereon.

4. It was noted that the District’s investment officer is required by law to disclose annually any personal business relationships with individuals or entities offering to engage in investment transactions with the District. Investment officer Jorge Diaz has completed and submitted such disclosure which reflected no such relationships. After review, the Board authorized the attorney to file the disclosure with the Texas Ethics Commission and in the District’s files as required by law.

5. Angela Cunningham presented the tax assessor-collector’s regular

monthly report. Through May 31, the 2023 taxes were 95.2% collected. Proposed disbursements from the tax account amounted to \$18,458.23. Ms. Cunningham next reviewed a monthly report concerning taxes levied in the District's Defined Area, noting that through May 31, the 2023 taxes remained 100% collected. Proposed disbursements from the Defined Area tax account amounted to \$6,053.20. Ms. Cunningham briefly discussed preliminary taxable values within the District and the Defined Area, but conclusive information was not available, and more information would be discussed next month. After further discussion of tax matters, upon unanimous vote, the Board approved both monthly reports as presented and authorized release of the disbursements listed thereon.

6. Brian Breeding presented the operator's report, indicating water accountability for the month was 101%, with 12,234,000 gallons purchased by customers. 756 bills were prepared during the month, including 11 refunds.

Mr. Breeding discussed operating activity and reported that the recent derecho storm had caused power outages for several days at facilities serving the District. All of the District's generators ran as intended. Water pressure was never lost at the Harris County FWSD 61 water or sewer plants. Operating staff worked 24/7 to maintain utility service. This could be considered a good exercise for the upcoming hurricane season. Mr. Breeding and the Board further discussed operation of generators. Mr. Breeding confirmed that at least one of FWSD 61's generators runs on diesel instead of natural gas, and the Board asked whether No. 61 would consider installation of a diesel storage tank larger than the current 5,000 gallon tank on site. Mr. Breeding stated this may not be possible under current regulations. Mr. Breeding described other work within the District during the month, noting that semiannual generator service had been performed on all District generators. He also noted that the Sheriff's Department Appreciation Day event held May 16 had gone well and he thanked the Board for being an event sponsor. After further discussion of operating matters, the Board voted unanimously to approve the report as presented.

7. Ms. Parks noted that emergency operations and critical load information had been compiled again this year regarding District facilities for submission to CenterPoint Energy and emergency operations agencies. This annual submission registers the District's critical water and wastewater infrastructure with these entities, so the facilities are on record as those to be given priority for restoration of electric service after a loss of power due to a hurricane or other disaster.

8. Patrick Newton reviewed the monthly engineer's report. The Weiser Business Park paving contractor has completed the punchlist and is in the process of scheduling a Harris County record drawing reinspection. The engineers continue review of plans for Weiser's Phase III development. Mr. Newton next discussed the sanitary sewer and manhole rehabilitation projects in HCFWSD No. 61. Pay estimates No. 1 and No. 2 have been submitted by contractor Cruz-Tec Inc., and Mr. Newton is communicating with project engineer and contract administrator LAN who is calculating the District's share of the estimates. Work continues on the replacement of outfall pipes in the White Oak Falls pond, and the contractor submitted no invoices for processing this month. At the Board's next meeting, Mr. Newton will present proposals for engineering work for rehabilitation of the White Oak Falls and Huffmeister

lift stations. In the meantime, the engineers will work with the District's operator to discuss all items that should be addressed at the time of the rehabilitation. Next, Mr. Newton presented a proposal for engineering and construction phase services for the water line, sanitary sewer, force main, and private lift station facilities to be constructed to serve the triangle tract. After review and discussion, upon unanimous vote, the Board accepted the proposal. After further discussion of engineering matters, the Board unanimously approved Mr. Newton's monthly report.

9. Scott Gray presented the monthly detention and drainage facilities report. Photographs in the report show the good condition of all ponds. The grass is green and abundant and compares quite favorably to its condition last summer. Mr. Gray stated that recent rains have impeded rehabilitation of pipes in the White Oak Falls pond. Director Godard reported on a meeting of the White Oak Falls homeowners association board with community members and Champions Hydro-Lawn about the status of this outfall project. She thanked Mr. Gray for the information and feedback provided at this meeting.

10. The Board discussed regular review of District contracts with current consultants and possible setting of a workshop meeting to undertake the review. The Board indicated its intention to review contracts consistently, systematically, and in accordance with District policies. It was noted that the last review of this type had been conducted in June, 2023. After discussion, the Board unanimously agreed that going forward, it would consider such reviews in July of odd-numbered years, and then, if necessary, set a special workshop meeting for individual in-depth reviews.

11. The Board briefly considered pending business, including a contract for water and sewer service for the 290/Huffmeister/Hempstead Road triangle tract. Ms. Parks stated she plans to begin drafting a contract once design of the facilities and initial communications with the City of Houston are well underway.

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

Secretary