

HARRIS COUNTY MUNICIPAL UTILITY DISTRICT NO. 248

Minutes of Meeting of Board of Directors

February 12, 2025

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, February 12, 2025, 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 Mr. Jorge Diaz; Ms. Pat Hall; Ms. Angela Cunningham; Mr. Brian Breeding; Mr. Jerry Homan; Mr. Patrick Newton; Mr. Scott Gray; Ms. Pam McGee; 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 comments were offered.

2. The Board reviewed the minutes of its meeting held January 8, 2025. Upon unanimous vote, the Board approved the minutes as presented.

3. Jorge Diaz presented the bookkeeper’s monthly report. He reviewed the checks reflected thereon for payment of current bills and then discussed activity in each District account. Thereafter he presented the monthly investment report, followed by a budget comparison report reflecting 11 months of activity during the current fiscal year. The Board noted a few variances between budgeted and actual revenues and expenditures, which it agreed is to be expected. After further review and discussion of bookkeeping matters, upon unanimous vote, the Board approved the bookkeeper’s report as presented and authorized release of all disbursements listed thereon.

4. Mr. Diaz presented a draft budget for the fiscal year ending March 31, 2026. He noted he is working with the District’s operators and engineer on estimating certain revenues and expenditures. Mr. Homan noted that the District has reached the fifth year in its contract with Harris County Fresh Water Supply District No. 61 and that the amount charged monthly by No. 61 for infrastructure/rehabilitation will be adjusted per contract terms. After Board review of the proposed budget, Director Wilson recommended that a director communicate about it with the bookkeeper and other consultants before adoption at the next meeting. Director Wilmer agreed to take this role.

5. Pat Hall presented the tax assessor-collector's monthly reports. Through January 31, the District's 2024 taxes were 59% collected, and the 2024 taxes in the Defined Area were 8.4% collected. Ms. Hall noted the tax office is still receiving mail postmarked January 31, and she expects collections to be notably higher by the next Board meeting. Ms. Hall presented proposed disbursements from the tax account and the Defined Area tax account and noted the remaining account balances upon release. The balance in the tax account is being left relatively high in case refunds are due under any of the 14 taxpayer lawsuits contesting 2024 certified taxable values. 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. The Board reviewed and thereafter unanimously approved the attached Order confirming engagement of delinquent tax collection attorneys and levying an additional 20% penalty on 2024 taxes remaining outstanding on April 1, 2025 (personal property) and July 1, 2025 (real property).

7. Brian Breeding presented the operator's report, which indicated water accountability for the month at 103%, with 10,937,000 gallons purchased by customers. 761 bills were prepared during the month, including eight refunds.

Mr. Breeding discussed operating activity within the District during the month. He then presented for Board review a sample of the welcome letter that the operators intend to provide to District customers. The letter will introduce them to the Water Smart Program that makes various information available using data from the District's smart meters. The program is an internet portal providing a free service to customers including among other things tools to manage their water use and providing emergency updates. The District can utilize the program to send targeted messages to groups of customers about work to be done near or affecting them. Upon review of the letter, the Board authorized its distribution.

Mr. Breeding then reviewed a draft newsletter to District customers addressing various subjects, including the planned conversion to surface water, the Water Smart Program mentioned above, Harris County drainage projects in the area, and the District's 2024 tax rate. To that end, the Board requested that the newsletter be revised to note that the Board reduced the District's 2024 tax rate. After discussion, the Board authorized distribution of the newsletter subject to the above, and any other necessary, revisions. After further discussion of operating matters, the Board voted unanimously to approve the report as presented.

8. The Board discussed matters related to the North Harris County Regional Water Authority (NHCRWA). Jerry Homan spoke in this regard, noting a presentation on the subject at the recent conference of the Association of Water Board Directors (AWBD). Mr. Homan also addressed the Authority's proposed new GRP fee structure related to the annexation of property by districts. Mr. Homan provided details and suggested that revisions were needed. He encouraged attendance at the Authority's March 3 meeting by directors and consultants to listen to Authority Board discussions on the subject. There followed additional discussion about the recent AWBD winter conference, with the directors who attended describing seminars they found informative. They agreed attendance was worthwhile.

9. It was reported that the Board was required to review the District's Federal Trade Commission Identity Theft Red Flag Program on an annual basis. The attorney

recommended no changes to the program, and the operators confirmed their implementation of the program and indicated no red flag incidents had occurred in 2024. Accordingly, upon unanimous vote, the Board adopted the attached Resolution Affirming Identity Theft Prevention Program.

10. Patrick Newton presented the monthly engineer's report and reviewed it with the Board. Concerning Harris County acceptance of paving in the Weiser Business Park development, Mr. Newton reported that the engineers will attempt to schedule the record drawing reinspection in person, as scheduling the inspection through the regular channels had thus far been unsuccessful. Mr. Newton next reported that contractors bidding on rehabilitation of the Huffmeister and White Oak Falls lift stations had requested extension of the bidding period. The engineers granted the request and therefore plan to present a tabulation of bids at the Board's March meeting. Finally, Mr. Newton reported that later today the engineers will submit to Harris County and the City of Houston the plans for utility facilities necessary to serve the 290/Huffmeister/Hempstead Road triangle tract. He described plans to initially install a private lift station which the District would agree to replace with a larger public lift station if the facilities later serve additional customers. Mr. Newton noted that easements for this project will not be pursued until the City and County have approved the plans. After further discussion, the Board approved the engineering report.

11. Scott Gray presented the monthly detention and drainage facilities maintenance report. The District's ponds are in good condition, and Mr. Gray noted that no Tesla vehicles had been parked on the District's property during the month. Mr. Gray then reported in detail on the completed project for replacement of the outfall pipe at the White Oak Falls pond. He presented a separate report on this project and reviewed it with the Board. After further discussion, the Board accepted Mr. Gray's reports.

12. Ms. Parks reported on the requirement under § 203.61 of the Texas Local Government Code that municipal utility districts annually provide certain records and information concerning the District's finances and tax rates to the Texas Comptroller. The Comptroller posts this information on its Special Purpose District Public Information Database. The attorneys will prepare and submit the required information by the April 1, 2025 deadline.

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

Secretary