

MINUTES
HARRIS COUNTY MUNICIPAL UTILITY DISTRICT NO. 468

May 4, 2022

The Board of Directors (the “Board”) of Harris County Municipal Utility District No. 468 (the “District”) met in regular session, open to the public, in person, on the 4th day of May 2022, at the offices of Allen Boone Humphries Robinson LLP, 3200 Southwest Freeway, Houston, Texas, outside the boundaries of the District, and the roll was called of the members of the Board:

Kenneth P. Carter	President
Lawrence Kupstas	Vice President
Robert Moore	Secretary/Treasurer
William T. Evans	Assistant Vice President
Blair M. Frederick	Assistant Secretary

and all the above were present, except Directors Evans and Frederick, thus constituting a quorum.

Also attending in person were Randy Corson of Mischer Investments, LP; Tayo Ilori of McGrath & Co., PLLC (“McGrath”); Brenda Bonnerjee, member of the public; Avik Bonnerjee of B&A Municipal Tax Service, LLC (“B&A”); Jan Bartholomew of Robert W. Baird & Co. Incorporated; Cory Burton and Tam Trinh of Municipal Accounts Consulting, L.P. (“MAC”); Michael Murr of Murr Incorporated (“Murr”); Karen Sears of Storm Water Solutions, LLC (“SWS”); Scott Gray of Champions Hydro-Lawn, Inc. (“Champions”); Juan Montano of Inframark Water & Infrastructure Services (“Inframark”); Kelley Jurecek of Tax Tech, Inc.; Keli Schroeder of BGE, Inc.; and Greer Pagan, Meagan Guilmenot and Whitney Cataldo of Allen Boone Humphries Robinson LLP.

PUBLIC COMMENT

Director Carter offered any members of the public attending the meeting the opportunity to make public comment. There being no members of the public requesting to make public comment, Director Carter moved to the next agenda item.

APPROVE MINUTES

The Board considered approving the minutes of the April 6, 2022, regular meeting. After review and discussion, Director Kupstas moved to approve the minutes of the April 6, 2022, regular meeting, as submitted. Director Evans seconded the motion, which carried unanimously.

AUTHORIZE AUDITOR TO CONDUCT AUDIT FOR FISCAL YEAR END MAY 31, 2022

Mr. Ilori stated the District has an evergreen agreement with McGrath, to conduct the District's audit for the fiscal year ending May 31, 2022. Mr. Ilori noted that the estimated fee to conduct the audit is \$16,500. After review and discussion, Director Kupstas moved to authorize McGrath to conduct the District's audit for the fiscal year ending May 31, 2022. Director Carter seconded the motion, which passed unanimously.

DISTRICT SECURITY MATTERS

Mr. Pagan updated the Board on the status of Interlocal Agreement with Harris County for the substation.

REVIEW SALES TAX TRACKING REPORT

Mr. Bonnerjee reviewed a Sales Tax Permit Audit prepared by B&A, a copy of which is attached.

DISCUSS ISSUANCE OF REFUNDING BONDS AND AUTHORIZE APPROPRIATE ACTION INCLUDING DESIGNATION OF UNDERWRITER

Ms. Bartholomew stated that to due increased interest rates, she recommends that the Board table this agenda item until a later date.

FINANCIAL AND BOOKKEEPING MATTERS

Ms. Trinh presented the bookkeeper's report, including the summary of investments, and reviewed the District's bills with the Board, a copy of which is attached.

Ms. Trinh reviewed a proposed budget for the fiscal year end May 31, 2023, a copy of which is attached.

Upon a motion made by Director Moore and seconded by Director Kupstas, the Board voted unanimously to (1) approve the bookkeeper's report and pay the bills listed in the report; and (2) adopt the budget for the fiscal year end May 31, 2023, as presented.

DISCUSS AND CONSIDER MAC'S AMENDED AGREEMENT FOR BOOKKEEPING SERVICES AND AUTHORIZE APPROPRIATE ACTION

Mr. Burton reviewed a proposed Third Amended and Restated Agreement for Bookkeeping Services with MAC, reflecting a new tiered rate structure. He reviewed an example of the new format for MAC reports moving forward. Mr. Burton stated that MAC is also adding direct deposit for the Directors' fees of offices, which will involve a pass-through fee from the service provider. After discussion, Director Kupstas moved to approve MAC's amended agreement for bookkeeping services. Director Moore seconded the motion, which carried unanimously.

TRAVEL REIMBURSEMENT GUIDELINES AND ASSOCIATION OF WATER BOARD DIRECTORS ("AWBD") SUMMER CONFERENCE

Mr. Pagan discussed the District's Travel Reimbursement Guidelines in connection with the upcoming AWBD summer conference.

TAX ASSESSMENT AND COLLECTION MATTERS

Ms. Jurecek reviewed the tax assessor/collector's report, a copy of which is attached. She reported 98.69% of the 2021 tax levy had been collected as of May 4, 2022. Following review and discussion, Director Kupstas moved to approve the tax assessor/collector's report and payment of the tax bills. Director Moore seconded the motion, which passed unanimously.

ENGINEERING MATTERS

Ms. Schroeder reviewed a report on engineering matters within the District, a copy of which is attached.

Ms. Schroeder updated the Board on the status of the Vintage Preserve Parkway's Storm Sewer construction project.

The Board discussed the recent tour of the Charterwood Municipal Utility District's Wastewater Treatment Plant.

Following review and discussion, Director Kupstas moved to approve the engineer's report. Director Moore seconded the motion, which passed by unanimous vote.

MAINTENANCE OF DETENTION POND

Ms. Sears reviewed a report on maintenance of the Vintage Royale Drainage Facilities by SWS, a copy of which is attached. Ms. Sears and Ms. Schroeder discussed St. Lukes's pond maintenance concern. Ms. Schroeder stated that she will follow up with St. Lukes on this matter.

Mr. Gray reviewed reports on maintenance of the Vintage Southeast Detention Pond by Champions, copies of which are attached.

PARK AND RECREATIONAL FACILITIES

Mr. Murr reviewed the landscape architect's report, a copy of which is attached.

Mr. Murr updated the Board on the status of the Vintage Royale Sidewalks project.

Mr. Murr reported that the District received five bids for construction of the Vintage Royale Sidewalks project. He recommended that the contract be awarded to the

lowest qualified bidder, MoBill Contractors, Inc. ("MoBill") in the amount of \$153,181.40 contingent to Murr's final review process. The Board concurred that, in its judgment, MoBill was a responsible bidder who would be most advantageous to the District and would result in the best and most economical completion of the project.

Mr. Murr updated the Board on the status of the District Connectivity, Phase I Sidewalk project.

Following review and discussion, Director Kupstas moved to conditionally award the Vintage Royale Sidewalks project to MoBill in the amount of \$153,181.40, based on the engineer's recommendation and subject to approval of the payment and performance bonds and review of the certificate of insurance and endorsements, if any, provided by the contractor. Director Moore seconded the motion, which passed by unanimous vote.

DEVELOPMENT IN THE DISTRICT

Mr. Corson updated the Board on development in the District.

DISTRICT WEBSITE

Mr. Corson updated the Board on District website matters.

OPERATION OF DISTRICT FACILITIES

Mr. Montano presented the monthly operator's report, a copy of which is attached, and discussed repairs and maintenance in the District. He stated that the District's water accountability for the month was 100.08%.

Mr. Montano updated the Board on the status of the survey of the sanitary sewer manholes within the District.

Mr. Montano discussed the bi-annual fire hydrant survey and asked the Board to authorize Inframark to proceed with the survey to identify cost estimates for possible repairs and maintenance.

Mr. Montano requested Board approval to rent a standby generator for Lift Station No. 2 during hurricane season in the amount of \$1,000 a month.

Mr. Montano reviewed a revised Amendment to Professional Services Agreement with Inframark, which updates and refines the scope of work for Inframark. After review and discussion, Director Kupstas moved to approve the Fourth Amendment to Professional Services Agreement with Inframark, as revised, subject to final review. Director Moore seconded the motion, which passed unanimously.

Following review and discussion, Director Moore moved to (1) approve the operator's report; (2) approve Inframark's revised amended agreement; (3) approve

rental of a stand by generator for Lift Station No. 2 during hurricane season in the amount of \$1,000 a month; and (4) authorize Inframark to proceed with the bi-annual fire hydrant survey to identify cost estimates for possible repairs and maintenance. Director Kupstas seconded the motion, which passed unanimously.

CONDUCT HEARING ON TERMINATION OF WATER SERVICE

Mr. Montano presented a list of delinquent customers and reported the residents on the termination list were delinquent in payment of their water and sewer bills and were given written notification, in accordance with the District's Rate Order, prior to the meeting of the opportunity to appear before the Board of Directors to explain, contest, or correct their bills and to show why utility services should not be terminated for reason of non-payment.

Mr. Montano requested the Board's authorization to turn off services of 11 delinquent accounts if balances are not paid by May 18, 2022.

Following review and discussion, Director Kupstas moved to authorize termination of delinquent accounts in accordance with the District's Rate Order and direct that the delinquent customer list be filed appropriately and retained in the District's official records. Director Moore seconded the motion, which passed by unanimous vote.

AMEND RATE ORDER

There was no discussion on this agenda item.

The Board concurred to conduct the next regular meeting on June 1, 2022, at 11:30 a.m.

There being no further business to come before the Board, the Board concurred to adjourn the meeting.

(SEAL)



/s/ Robert Moore

Secretary, Board of Directors

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