

MINUTES
HARRIS COUNTY MUNICIPAL UTILITY DISTRICT NO. 468

December 6, 2023

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 6th day of December 2023, 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
Blair M. Frederick	Vice President
Robert Moore	Secretary/Treasurer
William T. Evans	Assistant Vice President
Lawrence Kupstas	Assistant Secretary

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

Also attending in person were Tam Trinh of Municipal Accounts & Consulting, L.P.; Keli Schroeder of BGE, Inc. (“BGE”); Jamar Simien of Murr Incorporated; Robert Garcia of Champions Hydro-Lawn, Inc. (“Champions”); Robert Miller of Inframark Water & Infrastructure Services; Karen Sears of Storm Water Solutions, LLC (“SWS”); Kelley Jurecek of Tax Tech, Inc.; and Greer Pagan and Sydney Durham of Allen Boone Humphries Robinson LLP.

PUBLIC COMMENT

The Board 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, the Board moved to the next agenda item.

APPROVE MINUTES

The Board considered approving the minutes of the November 1, 2023, regular meeting. After review and discussion, Director Frederick moved to approve the minutes of the November 1, 2023, regular meeting, as submitted. Director Kupstas seconded the motion, which carried unanimously.

DISTRICT SECURITY MATTERS

Director Frederick discussed security matters in the District.

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. Upon a motion made by Director Frederick and seconded by Director Moore, the Board voted unanimously to approve the bookkeeper's report and pay the bills listed in the report.

Mr. Pagan reviewed the District's Travel Reimbursement Guidelines (the "Guidelines") and the Board discussed expenses for the upcoming Association of Water Board Directors winter conference (the "Conference"). Following review and discussion, Director Frederick made a motion to authorize up to two nights of lodging at the Conference rate, up to three days of per diem, and up to six meals for any Director attending the conference, if submitted in accordance with the District's Guidelines. Director Moore seconded the motion, which carried unanimously.

TAX ASSESSMENT AND COLLECTION MATTERS

Ms. Jurecek reviewed the tax assessor/collector's report, a copy of which is attached. She reported that 1.37% of the 2023 tax levy had been collected as of December 1, 2023. 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 Water Plant Booster Pump Modifications and reviewed and recommended approval of Pay Estimate No. 1 in the amount of \$64,300.50, payable to Texan Municipal and Industrial ("TMI"), and Change Order No. 1 to the contract with TMI for the Water Plant Booster Pump Modifications to increase the contract in the amount of \$66,520.85. The Board determined that Change Order No. 1 is beneficial to the District.

Ms. Schroeder reported on proposed modifications to the District's Southeast Detention Pond.

Following review and discussion, Director Frederick moved to (1) approve the engineer's report; (2) based on the engineer's recommendation, approve Pay Estimate No. 1 in the amount of \$64,400.50, payable to TMI; and (3) approve Change Order No. 1 in the amount of \$66,520.85 as an increase to the contract with TMI, based upon the Board's finding that Change Order No. 1 is beneficial to the District and the engineer's

recommendation. Director Kupstas seconded the motion, which was approved 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. She then presented a proposal for repairs to a damaged e-inlet at Vintage Park Detention Pond in the amount of \$2,013.00. A copy of the proposal is included in the maintenance report. Following review and discussion, Director Frederick moved to approve the proposal for repairs to a damaged e-inlet at Vintage Park Detention Pond, in the amount of \$2,013.00. Director Moore seconded the motion, which passed unanimously.

Mr. Garcia reviewed a report on maintenance of the Vintage Southeast Detention Pond by Champions, a copy of which is attached.

Mr. Pagan reviewed a proposal from Lake Management Services, LP (“LMS”) in the amount of \$12,976.23 to replace the existing Otterbine fountain with a new system, a copy of which is attached. Following review and discussion, Director Frederick moved to approve the proposal for replacement of the fountain, in the amount of \$12,976.23. Director Moore seconded the motion, which passed by unanimous vote.

PARK AND RECREATIONAL FACILITIES

Mr. Simien reviewed the landscape architect’s report, a copy of which is attached.

Mr. Simien updated the Board on replacement of the dead Italian cypress trees, noting that the crape myrtles were planted in November.

Mr. Simien updated the Board regarding construction of the District Connectivity Sidewalk and reviewed and recommended approval of Pay Estimate No. 3 in the amount of \$80,513.62, payable to WCI Services, Inc. (“WCI”).

Mr. Simien reported regarding the fence bordering Aldi, Starbucks, and the District’s detention pond. Mr. Simien reviewed the plans and specifications and requested the Board authorize him to advertise for bids for the detention pond fence replacement project.

Following review and discussion, Director Frederick made a motion to (1) approve the landscape architect’s report; (2) approve Pay Estimate No. 3 in the amount of \$80,513.62, payable to WCI; and (3) approve the plans and specifications and authorize the landscape architect to advertise for bids for the detention pond fence replacement. Director Moore seconded this motion, which carried unanimously.

DEVELOPMENT IN THE DISTRICT

There was no discussion on this agenda item.

DISTRICT WEBSITE

There was no discussion on this agenda item.

OPERATION OF DISTRICT FACILITIES

Mr. Miller 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 97.17%.

Ms. Schroeder stated that BGE has submitted a request on behalf of the District to the North Harris County Regional Water Authority (the "Authority") to revise the flow rates in the Water Supply Agreement between the Authority and the District.

Following review and discussion, Director Kupstas moved to (1) approve the operator's report; and (2) authorize submittal of one account to collections. Director Moore seconded the motion, which passed by unanimous vote.

CONDUCT HEARING ON TERMINATION OF WATER SERVICE

Mr. Miller 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. 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.

The Board concurred to conduct the next regular meeting on January 3, 2023, at 11:30 a.m.

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



Secretary, Board of Directors

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