

MINUTES
HARRIS COUNTY MUNICIPAL UTILITY DISTRICT NO. 468

February 14, 2024

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 14th day of February 2024, 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 Directors Moore and Kupstas, thus constituting a quorum.

Also attending in person were Randy Corson of Mischer Investments, LP; Travis Ashby of Lake Management Services, L.P. (“LMS”); Tam Trinh of Municipal Accounts & Consulting, L.P.; Michael Murr of Murr Incorporated; Robert Garcia of Champions Hydro-Lawn, Inc. (“Champions”); Robert Miller of Inframark Water & Infrastructure Services; Ethan Demary of BGE, Inc. (“BGE”); Esther Flores of Tax Tech, Inc.; and Greer Pagan and Kathryn Blanton 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 January 3, 2024, regular meeting. After review and discussion, Director Frederick moved to approve the minutes of the January 3, 2024, regular meeting, as submitted. Director Evans seconded the motion, which carried unanimously.

2024 DIRECTORS ELECTION

Mr. Pagan discussed procedures related to the 2024 Directors Election. Mr. Pagan explained that the Harris County Clerk notified the District that Harris County will not contract with political subdivisions, such as the District, to administer the District’s May

2024 Directors Election. He stated that, as a result, the District will not contract with Harris County, but instead the District will administer its own election.

Mr. Pagan discussed exemptions from using electronic voting systems during the 2024 Directors Election. He stated that the basis of the District's exemption is that the 2022 Directors Election was cancelled.

The Board discussed pay for election officials during the 2024 Directors Election.

Mr. Pagan then reviewed an Order Calling Directors Election.

Mr. Pagan discussed that Notice of Election may be required to be posted or published and provided to the County Clerk and Voter Registrar of the County.

Following review and discussion, Director Frederick moved to (1) adopt the Order Calling Directors Election; (2) authorize the Secretary's agent to post or publish and provide to the County Clerk and Voter Registrar Notice of Election, if required; and (3) moved to set the pay for election officials at \$18.00 per hour. Director Evans seconded the motion, which passed unanimously.

DISTRICT SECURITY MATTERS

The Board discussed security matters in the District.

ASSOCIATION OF WATER BOARD DIRECTORS CONFERENCES

The Board discussed the Association of Water Board Directors winter conference. The Board then considered authorizing attendance at the summer conference. After discussion, Director Evans moved to approve reimbursement of all eligible expenses for Directors who attended the winter conference, which the bookkeeper confirmed were submitted in accordance with the District's guidelines, and to authorize attendance of any interested Directors at the summer conference. Director Frederick seconded the motion, which carried unanimously.

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 Evans, the Board voted unanimously to approve the bookkeeper's report and pay the bills listed in the report.

TAX ASSESSMENT AND COLLECTION MATTERS

Ms. Flores reviewed the tax assessor/collector's report, a copy of which is attached. She reported that 39.06% of the 2023 tax levy had been collected as of February 1, 2024. Following review and discussion, Director Frederick moved to approve the tax assessor/collector's report and payment of the tax bills. Director Evans seconded the motion, which passed unanimously.

ADOPT RESOLUTION CONCERNING EXEMPTIONS FROM TAXATION

Mr. Pagan presented and reviewed a Resolution Concerning Exemptions from Taxation reflecting that the Board grants a general residential homestead exemption of 20% (but not less than \$5,000), and grants an exemption of \$20,000 of the appraised value of residence homesteads of individuals who are disabled or are sixty-five years of age or older. Director Fredrick moved to adopt the Resolution Concerning Exemptions from Taxation and direct that the Resolution be filed appropriately and retained in the District's official records. Director Evans seconded the motion, which passed unanimously.

SALES TAX TRACKING REPORT

The Board reviewed a sales tax tracking report, a copy of which is attached.

ENGINEERING MATTERS

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

Mr. Demary recommended recoating of the hydropneumatics tanks and generator at Water Plant No. 1. He requested the Board authorize BGE to begin design of the recoating of the hydropneumatics tanks and generator at Water Plant No. 1 at an hourly rate, fee not to exceed \$25,000.00.

Mr. Demary requested the Board authorize BGE to perform the annual capacity allocation audit.

Following review and discussion, Director Frederick moved to (1) approve the engineer's report; (2) authorize the engineer to begin design of the recoating of the hydropneumatics tanks and generator at Water Plant No. 1; and (3) authorize BGE to perform the capacity allocation audit. Director Evans seconded the motion, which carried unanimously.

MAINTENANCE OF DETENTION POND

The Board reviewed a report on maintenance of the Vintage Royale Drainage Facilities by Storm Water Solutions, LLC (“SWS”), a copy of which is attached.

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

Mr. Ashby presented proposals prepared by LMS in the amounts of \$3,517.34 and \$16,951.03 for repair and replacement, respectively, of Fountain Four. Copies of the proposals are attached.

Following review and discussion, Director Frederick moved to approve the proposal in the amount of \$16,951.03, submitted by LMS for replacement of Fountain Four. Director Evans seconded the motion, which carried unanimously.

PARK AND RECREATIONAL FACILITIES

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

Mr. Murr updated the Board regarding construction of the District Connectivity Phase I Sidewalk. He reviewed and recommended approval of Pay Estimate Nos. 4 and 5 in the amounts of \$65,459.53 and \$46,499.05, respectively, payable to WCI Services, Inc. (“WCI”). He then reviewed and recommended approval of Change Order No. 3 to the contract with WCI for the District Connectivity Phase I Sidewalk to increase the contract in the amount of \$20,000.00 to add a 380-foot section of sidewalk. The Board determined that Change Order No. 3 is beneficial to the District.

Mr. Murr updated the Board regarding construction of the detention pond fence replacement. He then reviewed and recommended approval of Change Order No. 1 to the contract with Dunn Fence for the detention pond fence replacement to increase the contract in the amount of \$2,460.00 to account for staining of the fence. The Board determined that Change Order No. 1 is beneficial to the District.

Mr. Murr updated the Board on the design of esplanade irrigation in the District.

Following review and discussion, Director Frederick made a motion to (1) approve the landscape architect’s report; (2) approve Pay Estimate Nos. 4 and 5 in the amounts of \$65,459.53 and \$46,499.05, respectively, payable to WCI; (3) approve Change Order No. 3 in the amount of \$20,000.00 as an increase to the contract with WCI, based upon the Board’s finding that the Change Order is beneficial to the District and the landscape architect’s recommendation; and (4) approve Change Order No. 1 in the amount of \$2,460.00 as an increase to the contract with Dunn Fence, based upon the Board’s finding that the Change Order is beneficial to the District and the landscape architect’s recommendation. Director Evans seconded this motion, which carried unanimously.

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 107.64%.

Mr. Miller reviewed the following customer appeals: (1) a request for leak adjustment from San Cierra Apartments in the amount of \$1,961.50; (2) a request for leak adjustment from Dei Vintage in the amount of \$141.50; and (3) a request for late fee waiver from San Marino Apartments in the amount of \$1,799.88.

Following review and discussion, Director Evans moved to (1) approve the operator's report; (2) authorize the District's operator to offer leak adjustments to San Cierra Apartments and Dei Vintage in the amounts of \$1,961.50 and \$141.50, respectively, as recommended; and (3) deny the request for late fee waiver from San Marino Apartments. Director Frederick 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 Evans 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 Frederick seconded the motion, which passed by unanimous vote.

AMEND WATER SUPPLY AGREEMENT WITH NORTH HARRIS COUNTY REGIONAL WATER AUTHORITY ("NHCRWA")

Mr. Pagan reviewed a Water Supply Agreement with NHCRWA. Following review and discussion, Director Frederick moved to approve the Water Supply Agreement and direct that the Water Supply Agreement be filed appropriately and retained in the District's official records. Director Evans seconded the motion, which passed unanimously.

DEVELOPMENT IN THE DISTRICT

Mr. Corson updated the Board on development matters.

The Board concurred to conduct the next regular meeting on March 6, 2024, 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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