

MINUTES  
HARRIS COUNTY MUNICIPAL UTILITY DISTRICT NO. 468

March 6, 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 6<sup>th</sup> day of March 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 Director Kupstas, thus constituting a quorum.

Also attending in person were Tam Trinh of Municipal Accounts & Consulting, L.P.; Jamar Simien of Murr Incorporated; Karen Sears of Storm Water Solutions, LLC ("SWS"); Robert Garcia of Champions Hydro-Lawn, Inc. ("Champions"); Robert Miller of Inframark Water & Infrastructure Services; Keli Schroeder of BGE, Inc.; 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 February 14, 2024, regular meeting. After review and discussion, Director Frederick moved to approve the minutes of the February 14, 2024, regular meeting, as submitted. Director Moore seconded the motion, which carried unanimously.

2024 DIRECTORS ELECTION

Mr. Pagan discussed procedures related to the 2024 Directors Election. He presented a Certificate Declaring Unopposed Status of Candidates for Election to the Board of Directors executed by the Board Secretary stating that the District received two

candidate applications for the two director positions for the May 4, 2024, Directors Election.

Mr. Pagan presented an Order Cancelling Election and Declaring Unopposed Candidates Elected to Office stating that the May 4, 2024, Directors Election is cancelled and that the unopposed candidates, Kenneth Carter and William Evans, are declared elected to office to serve from the May 4, 2024, election until the May 6, 2028, Directors Election.

Following review and discussion, Director Moore moved to (1) accept the Certificate Declaring Unopposed Status of Candidates for Election to the Board of Directors; and (2) adopt the Order Cancelling Election and Declaring Unopposed Candidates Elected to Office. Director Frederick seconded the motion, which passed unanimously.

#### DISTRICT SECURITY MATTERS

The Board 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. She noted additional check no. 7857 in the amount of \$115.00, payable to Eurofins 3J Resources, Inc. 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. Jurecek reviewed the tax assessor/collector's report, a copy of which is attached. She reported that 97.49% of the 2023 tax levy had been collected as of March 1, 2024. Following review and discussion, Director Frederick 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 presented and 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. 2 in the amount of \$60,247.80, payable to Texan Municipal and Industrial ("TMI").

Ms. Schroeder updated the Board on the status of the capacity allocation audit, including a capacity request from MD Anderson.

Ms. Schroeder requested the Board authorize her to begin design of the Water Plant No. 1 Rehabilitation.

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. 2 in the amount of \$60,247.80, payable to TMI; and (3) to authorize the engineer to begin design of Water Plant No. 1 Rehabilitation. Director Moore seconded the motion, which was approved by unanimous vote.

#### REVIEW OF EMERGENCY PREPAREDNESS PLAN

Ms. Schroeder discussed the District's Emergency Preparedness Plan and said no updates are necessary.

#### CRITICAL LOAD ANNUAL FILING

The Board reviewed the District's critical load spreadsheet, which had been previously provided to the District's operator, engineer, and bookkeeper for review. A copy of the critical load spreadsheet is attached. Mr. Pagan noted that the critical load information on the District's facilities is required to be reviewed at least annually and provided to certain entities, which include the District's electricity provider, the Public Utility Commission, and other governmental entities. After review and discussion, Director Frederick made a motion to approve the critical load spreadsheet, authorize providing it to the appropriate entities, and direct that a copy be retained in the District's official records. Director Moore seconded the motion, which carried unanimously.

#### 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 presented and reviewed a proposal in the amount of \$97,034.00 from SWS to extend concrete pilot channels at six outfalls and reinforce the area around the pilot channels, a copy of which is included in the maintenance report.

Mr. Garcia reviewed a report on maintenance of the Vintage Southeast Detention Pond by Champions, a copy of which is attached. Mr. Garcia presented and reviewed a proposal in the amount of \$7,988.00 for desilting of the outfall at Vintage Royale detention pond, a copy of which is included in the maintenance report.

The Board reviewed a proposal prepared by Lake Management Services, L.P. ("LMS") in the amount of \$396.00 for replacement of broken discharge pipe at the Vintage Royale detention pond, a copy of which is attached.



The Board reviewed a proposal in the amount of \$5,200.00 from Ridgewood Landscaping, Inc. ("Ridgewood") for plant replacement in the medians located at the intersections of Louetta Road and Cutten Road and Vintage Parkway and Cutten Road.

Following review and discussion, Director Frederick moved to (1) approve the proposal in the amount of \$7,988.00 from Champions for desilting of the outfall at Vintage Royale detention pond; and (2) approve the proposal in the amount of \$396.00 from LMS for replacement of broken discharge pipe at the Vintage Royale detention pond; and (3) approve the proposal in the amount of \$5,200.00 from Ridgewood for plant replacement, as presented. Director Moore seconded the motion, which carried unanimously.

#### PARK AND RECREATIONAL FACILITIES

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

Mr. Simien updated the Board regarding construction of the District Connectivity Phase I Sidewalk. He reviewed and recommended approval of Pay Estimate No. 6 in the amount of \$21,079.67, payable to WCI Services, Inc. ("WCI").

Mr. Simien updated the Board regarding construction of the detention pond fence replacement.

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

Following review and discussion, Director Moore made a motion to (1) approve the landscape architect's report; and (2) approve Pay Estimate No. 6 in the amount of \$21,079.67, payable to WCI. Director Frederick 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 98.94%. Following review and discussion, Director Frederick moved to approve the operator's report. 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 Frederick 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.

ORDER ADOPTING AMENDED AND RESTATED DROUGHT CONTINGENCY PLAN

Mr. Pagan stated that the Texas Commission on Environmental Quality rules require that the District review and adopt an Amended and Restated Drought Contingency Plan prior to May 1, 2024. Mr. Pagan reviewed an Amended and Restated Drought Contingency Plan with the Board. After review and discussion, Director Frederick moved to adopt an Order Adopting Amended and Restated Drought Contingency Plan; Providing for Implementation and Enforcement Thereof; Providing Penalties for Violations; and Containing Other Provisions Related to the Subject and direct that the Order be filed appropriately and retained in the District’s official records. Director Moore seconded the motion, which passed by unanimous vote.

APPROVE WATER CONSERVATION PLAN ANNUAL REPORT AND IMPLEMENTATION REPORT ON THE WATER CONSERVATION PLAN

The District’s operator reviewed the Water Conservation Plan annual report and 5-year implementation report on the Water Conservation Plan with the Board. After review and discussion, Director Frederick moved to approve the annual report and 5-year implementation report on the Water Conservation Plan, subject to finalization, direct that the reports be filed appropriately and retained in the District’s official records and authorize the District Operator to submit the reports to the appropriate government agencies. Director Moore seconded the motion, which passed by unanimous vote.

WATER CONSERVATION PLAN

Mr. Pagan stated that the TCEQ rules require that the District review and adopt an Amended and Restated Water Conservation Plan prior to May 1, 2024. Mr. Pagan reviewed an Amended and Restated Water Conservation Plan with the Board. After review and discussion, Director Frederick moved to adopt an Order Adopting Amended




and Restated Water Conservation Plan, subject to final review, and direct that the Order 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 April 3, 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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