

MINUTES
HARRIS COUNTY MUNICIPAL UTILITY DISTRICT NO. 468

May 1, 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 1st day of May, 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, thus constituting a quorum.

Also attending in person were Avik Bonnerjee and Brenda Bonnerjee of B&A Municipal Tax Service; Chase Wolf of Robert W. Baird & Co. Inc.; Diane Michaux of Municipal Accounts & Consulting, L.P.; Michael Murr 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 (“Inframark”); Ethan Demary of BGE, Inc. (“BGE”); 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 April 3, 2024, regular meeting. After review and discussion, Director Frederick moved to approve the minutes of the April 3, 2024, regular meeting, as submitted. Director Moore seconded the motion, which carried unanimously.

DISTRICT SECURITY MATTERS

The Board discussed security matters in the District.

SALES TAX TRACKING REPORT

Mr. Bonnerjee reviewed a sales tax tracking report, a copy of which is attached.

AUTHORIZE AUDITOR TO CONDUCT AUDIT FOR FISCAL YEAR END MAY 31, 2024

Mr. Pagan stated the District has an evergreen agreement with McGrath & Co., PLLC (“McGrath”) to conduct the District’s audit for the fiscal year ending May 31, 2024. Mr. Pagan stated that McGrath’s estimated fee to conduct the audit is \$18,250.00. After review and discussion, Director Kupstas moved to authorize McGrath to conduct the District’s audit for the fiscal year ending May 31, 2024. Director Evans seconded the motion, which passed 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. The Board concurred to designate Director Moore as the District’s voting member representative for the AWBD summer conference.

FINANCIAL AND BOOKKEEPING MATTERS

Ms. Michaux 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. Michaux reviewed a proposed budget for the fiscal year end May 31, 2025, a copy of which is included in the bookkeeper’s report. Discussion ensued.

Upon a motion made by Director Frederick and seconded by Director Moore, 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, 2025, as presented.

TAX ASSESSMENT AND COLLECTION MATTERS

Ms. Jurecek reviewed the tax assessor/collector’s report, a copy of which is attached. She reported that 98.66% of the 2023 tax levy had been collected as of May 1, 2024. Following review and discussion, Director Moore moved to approve the tax assessor/collector’s report and payment of the tax bills. Director Kupstas seconded the motion, which passed unanimously.

ENGINEERING MATTERS

Mr. Demary presented and reviewed a report on engineering matters within the District, a copy of which is attached.

Mr. Demary updated the Board on the status of the Water Plant No. 1 Rehabilitation.

Mr. Demary updated the Board on the status of the Water Plant Booster Pump Modifications. Mr. Demary reviewed and recommended approval of Change Order No. 2 to the contract with Texan Municipal & Industrial (“TMI”) for the Water Plant Booster Pump Modifications to increase the contract in the amount of \$33,436.30.

Mr. Demary updated the Board on the status of the capacity allocation audit. He recommended authorizing Inframark to update the base equivalent single-family connections (“ESFCs”) allocated to each apartment complex in the District to match ESFC allocation as defined in the District’s Rate Order.

Mr. Demary requested approval of a utility commitment letter for a 20.71-acre tract from DD HP Vintage (“DD”) for a proposed 461-unit multifamily development.

Mr. Demary presented a proposal from BGE for a topography survey in connection to District Connectivity Phase 2 sidewalk project at an hourly rate, total not to exceed \$28,000.00.

Following review and discussion, Director Moore moved to (1) approve the engineer’s report; (2) approve Change Order No. 2 in the amount of \$33,436.30 as an increase to the contract with TMI, based upon the Board’s finding that the Change Order is beneficial to the District and the engineer’s recommendation; (3) authorize Inframark to update the base ESFCs allocated to each apartment complex in the District to match ESFC allocation as defined in the District’s Rate Order; (4) approve the capacity reservation letter to DD, subject to final review; and (5) approve the proposal for the topography survey at an hourly rate, total not to exceed \$28,000.00. Director Frederick seconded the motion, which passed 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. She then reviewed a proposal to stabilize and reinforce washout areas at the Vintage Royale 1 and 2 Detention Ponds in the amount of \$55,250.00, a copy of which is included in the SWS report. Following review and discussion, Director Frederick moved to approve to the proposal to stabilize and reinforce washout areas at the Vintage Royale 1 and 2 Detention Ponds in the amount of \$55,250.00. Director Kupstas 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. He presented and reviewed a proposal to modify storm water quality feature at the Vintage Southeast Detention Pond in the amount of \$3,777.50, a copy of which is included in the Champions report. He then presented and reviewed a proposed budget for annual maintenance from June 2024 to

May 2025. Following review and discussion, Director Kupstas moved to approve (1) the proposal to modify storm water quality feature at the Vintage Southeast Detention Pond in the amount of \$3,777.50; and (2) the budget for annual maintenance from June 2024 to May 2025, as presented. Director Moore seconded the motion, which passed unanimously.

The Board reviewed a proposal prepared by Lake Management Services, L.P. ("LMS") in the amount of \$1,425.85 for water meter replacement at the Vintage Royale Detention Pond, a copy of which is attached. Following review and discussion, Director Frederick moved to approve to the proposal from LMS the amount of \$1,425.85 for water meter replacement at the Vintage Royale detention pond. Director Kupstas seconded the motion, which passed 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. 8 and 9 and Final in the amounts of \$18,000.00 and \$2,000.00, respectively, payable to WCI Services, Inc. ("WCI").

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

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

Mr. Murr updated the Board on the District Connectivity Phase 2 project.

Following review and discussion, Director Frederick made a motion to (1) approve the landscape architect's report; (2) approve Pay Estimate No. 8 and 9 and Final in the amounts of \$18,000.00 and \$2,000.00, respectively, payable to WCI. 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 127.97%. Following review and discussion, Director Evans moved to approve the operator’s report. 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.

The Board concurred to conduct the next regular meeting on June 5, 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

LIST OF ATTACHMENTS TO MINUTES

	Minutes Page
Sales tax tracking report.....	2
Bookkeepers report.....	2
Tax assessor/collector's report	2
Engineering report.....	2
SWS report	3
Champions report	3
LMS proposal.....	4
Landscape architect's report.....	4
Operator's report.....	5