

MINUTES  
HARRIS COUNTY MUNICIPAL UTILITY DISTRICT NO. 468

September 4, 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 4<sup>th</sup> day of September, 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 Kevin Garcia of McGrath & Co., PLLC; Chase Wolf of Robert W. Baird & Co. Incorporated; Tam Trinh of Municipal Accounts & Consulting, L.P.; Karen Sears of Storm Water Solutions, LLC ("SWS"); Robert Garcia of Champions Hydro-Lawn, Inc. ("Champions"); Chad Buckley of Inframark Water & Infrastructure Services; Michael Murr of Murr Incorporated; Keli Schroeder of BGE, Inc. ("BGE"); Kelley Jurecek of Tax Tech, Inc.; and Greer Pagan, Audrey Briscoe, and Sydney Durham of Allen Boone Humphries Robinson LLP ("ABHR").

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 August 7, 2024, regular meeting. After review and discussion, Director Kupstas moved to approve the minutes of the August 7, 2024, regular meeting, as submitted. Director Moore seconded the motion, which carried unanimously.

DISTRICT SECURITY MATTERS

The Board discussed security matters in the District.

## AUDIT FOR FISCAL YEAR END MAY 31, 2024

Mr. Garcia reviewed the District's audit for the fiscal year ending May 31, 2024. After review and discussion, Director Frederick moved to approve the audit, subject to final review by ABHR, and direct that the audit be filed appropriately and retained in the District's official records. Director Kupstas seconded the motion, which passed by unanimous vote.

## 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 Moore and seconded by Director Kupstas, 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 reports, copies of which is attached. She reported that 99.55% of the 2023 tax levy had been collected as of September 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.

## DISCUSS 2024 TAX RATE, ADOPT RESOLUTION REGARDING DEVELOPMENT STATUS FOR 2024 TAX YEAR, SET PUBLIC HEARING DATE, AND AUTHORIZE NOTICE OF PUBLIC HEARING REGARDING ADOPTION OF TAX RATE

Mr. Pagan discussed the "truth-in-taxation" property tax calculations and tax levy process for water districts and stated that Chapter 49 of the Texas Water Code establishes three main categories for water districts, based on a district's development status and/or tax rate. He reviewed the definitions for each of the three categories and said the Board must annually determine the District's category for that tax year and follow the associated notice and levy provisions in the Texas Water Code.

Discussion ensued regarding the District's development status. After fully considering relevant data, information, and statutory definitions, the Board determined that the District is a Developed District for the 2024 tax year.

The Board considered the District's 2024 tax rate. Mr. Wolf distributed and reviewed a debt service tax rate analysis reflecting the recommendation for the District to levy a 2024 water, sewer, and drainage debt service tax rate of \$0.32 per \$100 of assessed valuation and a 2024 road debt service tax rate of \$0.065. A copy of the debt service tax rate analysis is attached. The Board then discussed the District's operation

and maintenance tax rate. Mr. Pagan discussed the two-step process for setting the District's tax rate.

Following review and discussion, Director Moore moved to (1) adopt a Resolution Regarding Development Status for 2024 Tax Year establishing the District as a Developed District for the 2024 tax year, pursuant to Section 49.23602, Texas Water Code, and direct that the Resolution be filed appropriately and retained in the District's official records; (2) set the public hearing date for October 2, 2024; (3) authorize the tax assessor/collector to publish notice in the *Cypress Creek Mirror* of the District's meeting on October 2, 2024, to set the proposed 2024 total tax rate of \$0.445 per \$100 of assessed valuation, with \$0.32 allocated for debt service on water, sewer, and drainage bonds, \$0.065 allocated for debt service on road improvement bonds, and \$0.06 allocated for operations and maintenance. Director Frederick 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.

Ms. Schroeder updated the Board on the status of the Water Plant No. 1 Rehabilitation. She requested approval of BGE construction phase services fees for an hourly estimated cost of \$60,000.00 related to the Water Plant No. 1 Rehabilitation.

Ms. Schroeder presented a capacity reservation request from Party Mini Golf, LLC for a 943 square foot office space and 25,000 square foot mini golf area located at the northwest corner of Chasewood Park Drive and Vintage Preserve Parkway, for a proposed mini golf facility (the "Tract"). Mr. Pagan presented and reviewed a utility commitment letter for the Tract.

Ms. Schroeder updated the Board on the status of the capacity allocation audit.

Following review and discussion, Director Frederick moved to (1) approve the engineer's report; (2) approve BGE construction phase services fees for an hourly estimated cost of \$60,000.00 related to the Water Plant No. 1 Rehabilitation; and (3) approve the utility commitment letter to Party Mini Golf, LLC, subject to final review. Director Moore 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.

Mr. Garcia reviewed a report 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 design of the District Connectivity Phase 2 project.

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

Mr. Murr reported on traffic accident damage to trees and the monument in the esplanade at the corner of Louetta Road and Cutten Road.

Mr. Murr updated the Board on damage to the perimeter fence at the Vintage Detention Pond. He recommended removal of the perimeter fence at the Vintage Detention Pond for an estimated cost of \$10,000.00.

Following review and discussion, Director Frederick moved to (1) approve the landscape architect's report; and (2) authorize removal of the perimeter fence at the Vintage Detention Pond for an estimated cost of \$10,000.00. Director Kupstas seconded the motion, which passed 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. Buckley reviewed 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 84.76%. Following review and discussion, Director Frederick moved to approve the operator's report. Director Evans seconded the motion, which passed by unanimous vote.

#### CONDUCT HEARING ON TERMINATION OF WATER SERVICE

Mr. Buckley 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 Evans seconded the motion, which passed by unanimous vote.

The Board concurred to conduct the next regular meeting on October 2, 2024, at 11:30 a.m.

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



A handwritten signature in blue ink, consisting of a large, stylized initial 'R' followed by a long horizontal stroke.

Secretary, Board of Directors

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