

HARRIS COUNTY MUNICIPAL UTILITY DISTRICT NO. 249

Minutes of Meeting of Board of Directors

March 20, 2025

The Board of Directors (the "Board") of Harris County Municipal Utility District No. 249 (the "District") met at the Board's regular meeting place on March 20, 2025, in accordance with the duly posted Notice of Public Meeting, and the roll was called of the duly constituted officers and members of the Board, as follows:

Ralph V. Palermo, President
Willie Hodge, Vice President
Norman Adamek, Secretary
Michael Guillory, Assistant Secretary

and all of said persons were present, except Director Hodge, thus constituting a quorum.

Also present were: Mario Garcia of Municipal Operations & Consulting, Inc. ("MOC"); Miguel Medina of Municipal Accounts & Consulting, L.P. ("MAC"), Michael Murr of Murr Incorporated ("MI"); Odett Newman of Bob Leared Interests, Inc. ("BLI"); Jacob Floyd of Langford Engineering, Inc. ("Langford"); Marie Newsom of Storm Water Solutions, LP ("SWS"); Dee Russell of Touchstone District Services ("Touchstone"); Cindy Adamek and Johnny Gonzalez, residents of the District; and Rick L. Barker of Schwartz, Page & Harding, L.L.P. ("SPH").

The President called the meeting to order and declared it open for such business as might regularly come before the Board.

PUBLIC COMMENTS

The Board began by opening the meeting for public comments. There being no public comments presented, the Board continued to the next item of business.

MINUTES

The Board next reviewed the draft minutes of its meetings held on February 20, 2025, and March 5, 2025, and considered ratification of its prior actions taken at the March 5, 2025, special Board meeting. After discussion of the draft minutes presented, Director Adamek moved that (i) said minutes be approved, as written and (ii) all of the Board's actions taken at the March 5, 2025, special Board meeting be ratified in all respects. Director Guillory seconded the motion, which carried unanimously.

APPOINTMENT OF DIRECTOR TO FILL VACANCY ON THE BOARD

The Board next considered the appointment of a Director to fill the vacancy on the Board. The Board considered the acceptance of a Qualification Statement, Bond, Oath of Office, and Affidavit of Current Director for Juan ("Johnny") Gonzalez. After discussion on the matter, it was moved by Director Adamek, seconded by Director Guillory and unanimously carried, that: (i) the Board approve said Bond, accept said Qualification Statement, Affidavit of Current Director and Oath of Office, and (ii) appoint Juan ("Johnny") Gonzalez as a member of the Board.

ELECTION NOT TO DISCLOSE CERTAIN INFORMATION OF DIRECTOR

The Board considered acceptance of the Election Not to Disclose Certain Information for Director Gonzalez. In that regard, Mr. Barker presented Director Gonzalez's Election Not to Disclose Certain Information. It was then moved by Director Adamek seconded by Director Guillory and unanimously carried, that the Board accept said Election Not to Disclose Certain Information.

GOVERNMENTAL TRAINING REQUIREMENTS

Mr. Barker next discussed the training requirements for public officials. He advised that public officials, including directors of a municipal utility district, must complete separate training courses regarding the Texas Open Meetings Act and the Texas Public Information Act. Mr. Barker then noted that SPH has provided and reviewed with Director Gonzalez a memorandum prepared by SPH which summarizes the training requirements. He advised that the deadline for public officials to complete their training is ninety (90) days from when such official takes the Oath of Office. Mr. Barker further advised that it is the responsibility of each Director to ensure that they complete the required training by the appropriate deadline, and to provide evidence of same to SPH for the District's records.

CONFLICTS DISCLOSURE STATEMENT REPORTING REQUIREMENTS

Mr. Barker next discussed the conflicts disclosure statement reporting requirements for officers of certain local governmental entities, including water district directors, pursuant to Chapter 176 of the Local Government Code. He presented a memorandum prepared by SPH which summarizes the conflicts disclosure requirements, and a questionnaire completed by Director Gonzalez regarding conflict-of-interest disclosure reporting.

REORGANIZATION OF THE BOARD OF DIRECTORS

The next item to be considered was the election of officers. The Board first considered the election of a President. After discussion, the Board concurred that Director Palermo remain President of the Board.

The Board next considered the election of a Vice President. After discussion, the Board concurred that Director Hodge remain Vice President of the Board.

The Board next considered the election of a Secretary. After discussion, the Board concurred that Director Adamek remain Secretary of the Board.

The Board next considered the election of an Assistant Secretary. After discussion, the Board concurred that Director Guillory remain an Assistant Secretary of the Board. Director Adamek then nominated Director Gonzalez to also serve as an Assistant Secretary of the Board and the District. There being no further nominations for Assistant Secretary, the nominations were closed. The President called for a vote, and upon motion duly made by Director Adamek, seconded by Director Guillory, and unanimously carried, Director Gonzalez was elected an Assistant Secretary of the Board.

DISTRICT REGISTRATION FORM

The Board next considered authorizing the preparation and filing of a new District Registration Form, as required by the rules of the Texas Commission on Environmental Quality ("TCEQ"). Mr. Barker explained that, in accordance with certain provisions of the Texas Water Code, municipal utility districts are required to file the names, mailing addresses, officer positions and terms of new directors with the TCEQ within thirty (30) days after an election or appointment. He advised that, with the Board's approval, SPH will prepare an updated District Registration Form to include the name and term of office of Director Gonzalez as well as the District's mailing address and officer positions, and will file said Form with the TCEQ. After discussion of the matter, Director Guillory moved that the Board authorize SPH to prepare an updated District Registration Form as discussed and file same with the TCEQ. Director Adamek seconded said motion, which unanimously carried.

DISTRICT SECURITY

The Board next considered the report regarding District security matters. Mr. Barker presented the Harris County Sheriff's Office ("HCSO") security patrol report for February 2025, a copy of which report is attached hereto as **Exhibit A**.

TAX ASSESSOR-COLLECTOR'S REPORT

Ms. Neman next presented to and reviewed with the Board the Tax Assessor-Collector's Report for the month of February 2025, a copy of which report is attached hereto as **Exhibit B**. After discussion, Director Guillory moved that the Tax Assessor-Collector's Report be approved and the checks identified therein be approved for payment from the District's tax account. Director Adamek seconded said motion, which carried unanimously.

DELINQUENT TAX REPORT

Mr. Barker next presented to and reviewed with the Board the Delinquent Tax Report, dated March 20, 2025, prepared by Perdue, Brandon, Fielder, Collins & Mott, L.L.P., the District's delinquent tax collection attorneys, a copy of which report is attached hereto as **Exhibit C**. He noted that no action was being requested at this time in connection with the accounts listed in the report.

UNCLAIMED PROPERTY

The Board considered authorizing the preparation of an Unclaimed Property Report as of March 1, 2025 which is to be filed with the State Comptroller prior to July 1, 2025. After discussion on the matter, Director Adamek moved that the District's consultants be authorized to research the District's accounts to determine the necessity of preparing an Unclaimed Property Report, and, if such report is necessary, that the District's Bookkeeper and/or Tax Assessor-Collector be authorized and directed to prepare and file same with the State Comptroller and to escheat all applicable funds to the state prior to July 1, 2025. Director Guillory seconded said motion, which unanimously carried.

BOOKKEEPER'S REPORT

Mr. Medina next presented to and reviewed with the Board the Bookkeeper's Report, dated March 20, 2025, a copy of which report is attached hereto as **Exhibit D**. After discussion, it was moved by Director Guillory that the Bookkeeper's Report be approved and that the disbursements identified therein be authorized for payment, except for check no. 10332 issued to Director Hodge, which was voided. Director Adamek seconded the motion, which carried unanimously.

LANDSCAPING WITHIN THE DISTRICT

The Board next discussed landscaping within the District. In connection therewith, Mr. Murr presented to and reviewed with the Board a Progress Report-Landscape Projects, a copy of which report is attached hereto as **Exhibit E**. It was noted that no action was being requested of the Board at this time.

STORM WATER MANAGEMENT PROGRAM REPORT

Ms. Newsom presented to and reviewed with the Board a Storm Water Management Program Report in connection with the District's detention and drainage facilities for March 2025 prepared by SWS; a copy of said report is attached hereto as **Exhibit F**. It was noted that no action was being requested of the Board at this time.

ENGINEERING REPORT

Mr. Floyd next presented to and reviewed with the Board the Engineering Report, dated March 20, 2025, a copy of which report is attached hereto as **Exhibit G**, relative to the status of various projects within the District.

Mr. Floyd next requested that the Board consider authorizing Langford to proceed with design for the construction of (i) a Permanent Wastewater Treatment Plant Restroom Facility and (ii) a Permanent Generator for the Wastewater Treatment Plant (collectively, the "Projects"). After discussion, Director Adamek moved that Langford be authorized to proceed with the design of the Projects. Director Guillory seconded the motion, which carried unanimously.

Relative to the Wastewater Treatment Plant Headworks Rehabilitation project, Mr. Floyd presented to and reviewed with the Board Pay Estimate No. 1 in the amount of \$70,200.00 from C3 Constructors ("C3"), and recommended that the Board approve the payment of same. Following discussion on the matter, it was moved by Director Adamek, seconded by Director Guillory, and unanimously carried, that the Board approve the payment of said Pay Estimate No. 1, as recommended by Langford.

CRITICAL LOAD

Mr. Barker reported that Section 13.1396 of the Texas Water Code requires the District to annually submit to each electric distribution utility and each retail electric utility provider, on forms reasonably required by each entity, its facilities which qualify for critical load status. After discussion on the matter, Director Guillory moved that MOC be authorized to make such annual filings on behalf of the District. Director Adamek seconded the motion, which carried unanimously.

OPERATOR'S REPORT

The Board next considered the Operator's Report. Mr. Garcia presented to and reviewed in detail with the Board a written Operations Report prepared by MOC, dated as of February 2025; a copy of the report is attached hereto as **Exhibit H**.

COMMUNICATIONS REPORT

The Board next discussed District communications. Ms. Russell presented to and reviewed with the Board a Monthly Communications Report prepared by Touchstone, a copy of which report is attached hereto as **Exhibit I**. It was noted that no action was being requested of the Board at this time.⁶⁵

ATTORNEY'S REPORT

Mr. Barker informed the Board that he had nothing more of a legal nature to report at this time.

ISSUANCE OF UTILITY COMMITMENTS; ANNEXATION OF LAND INTO THE DISTRICT

The Board considered the issuance of utility commitments. In connection therewith, Mr. Barker reminded the Board that a request had been received from Harris County Emergency Services District No. 7 ("ESD 7") in connection with the provision of service to and possible annexation of an approximately 63-acre tract of land located adjacent to the District's eastern boundary. Mr. Barker then reminded the Board that it previously authorized SPH to prepare the necessary documentation related to the proposed annexation and noted that said documentation is in the process of being prepared at this time.

The Board next considered ratification of its prior action relative to the approval and execution of two Water Meter Easements from ESD 7 relative to the proposed annexation. After discussion, Director Adamek moved that the Board's prior action be ratified in all respects. Director Guillory seconded the motion, which carried unanimously.

STATUS OF INTERIM REPORT FROM ARBITRAGE COMPLIANCE SPECIALISTS, INC. ("ACS")

The Board next considered the status of the Interim Report being prepared by ACS for the District's \$2,475,000 Unlimited Tax Bonds, Series 2021A ("Series 2021A Bonds"). Mr. Barker informed the Board that ACS is in the process of preparing said report at this time.

CLOSED SESSION PURSUANT TO TEXAS GOVERNMENT CODE SECTION 551.071 AND/OR SECTION 551.072

The Board deferred convening in closed session at this time.

FUTURE AGENDA ITEMS

The Board requested that an item be added to the next agenda to appoint Mr. Gonzalez to the Board of Directors.

ADJOURN

There being no further business to come before the Board, upon motion duly made by Director Guillory, seconded by Director Adamek and carried unanimously, the meeting was adjourned.




Secretary

LIST OF ATTACHMENTS TO MINUTES

- Exhibit A Security Report
- Exhibit B Tax Assessor-Collector's Report
- Exhibit C Delinquent Tax Report
- Exhibit D Bookkeeper's Report
- Exhibit E Progress Report-Landscape Projects
- Exhibit F Detention and Drainage Facilities Report
- Exhibit G Engineering Report
- Exhibit H Operator's Report
- Exhibit I Monthly Communications Report