

MINUTES  
HARRIS COUNTY MUNICIPAL UTILITY DISTRICT NO. 278

April 4, 2025

The Board of Directors (the "Board") of Harris County Municipal Utility District No. 278 (the "District") met in regular session, open to the public, on the 4<sup>th</sup> day of April, 2025, 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:

|                   |                          |
|-------------------|--------------------------|
| Eugene Newsom     | President                |
| Tommie Ruth Allen | Vice President           |
| Gwen Thornburg    | Secretary                |
| Shantai Magee     | Assistant Vice President |
| Vacant            | Assistant Secretary      |

and all of the above were present, thus constituting a quorum.

Also attending the meeting were Jarryd Mayfield of Si Environmental, LLC; Jessica Preston of Municipal Accounts & Consulting, L.P.; Brittany Keeswood of Assessments of the Southwest, Inc. ("ASW"); and Sandra Staine and Hope Palmer of Allen Boone Humphries Robinson LP ("ABHR").

MINUTES

The Board considered approving the minutes of the regular meeting of March 7, 2025. After review and discussion, Director Allen moved to approve the minutes, as presented. Director Thornburg seconded the motion, which passed unanimously.

PUBLIC COMMENTS

Ms. Staine offered any members of the public attending the meeting the opportunity to make public comment. There being no members of the public present to address the Board at this time, Ms. Staine closed the public comments portion of the meeting.

FINANCIAL AND BOOKKEEPING MATTERS

Ms. Preston presented and reviewed the bookkeeper's report, a copy of which is attached, including the summary of investments and bills for payment from the District's accounts.

Ms. Preston then reviewed the Plan Review Deposits chart in the bookkeeper's report. She reported that the District's engineer recommends she invoice BHW

Creekstone Apartments for an additional plan review fee deposit in the amount of \$5,000.00, which she will do after today's meeting.

Following review and discussion, Director Allen moved to approve the bookkeeper's report, the summary of investments, and payment of the bills. Director Thornburg seconded the motion, which passed unanimously.

#### CONFERENCE MATTERS

The Board noted that none of the Board members attended the 2025 Texas Water Conference, and they considered authorizing attendance at the 2026 Texas Water Conference. After discussion, Director Allen moved to authorize attendance of any interested Directors at the 2026 Texas Water Conference. Director Thornburg seconded the motion, which passed unanimously.

The Board discussed the 2025 AWWA/WEF Utility Management Conference and considered authorizing attendance at the 2026 AWWA/WEF Utility Management Conference. After discussion, Director Allen moved to approve reimbursement of all eligible expenses for Directors who attended the 2025 AWWA/WEF Utility Management Conference, which the bookkeeper confirmed were submitted in accordance with the District's Travel Reimbursement Guidelines, and to authorize attendance of any interested Directors at the 2026 AWWA/WEF Utility Management Conference. Director Thornburg seconded the motion, which passed unanimously.

#### TAX ASSESSMENT AND COLLECTION MATTERS

Ms. Keeswood presented and reviewed the tax assessor/collector's report, including the delinquent tax report. She stated that 96.68% of the 2024 property taxes were collected as of March 31, 2025. Following review and discussion, Director Thornburg moved to approve the tax assessor/collector's report and the delinquent tax report. Director Magee seconded the motion, which passed unanimously. A copy of the tax assessor/collector's report, including the delinquent tax report, is attached.

#### UPDATE ON ANNUAL LETTER AGREEMENTS FOR FLOCK SAFETY

Ms. Palmer presented for the Board's execution the annual letter agreement between the District and Blackstone Creek Homeowners Association for the 2025 reimbursements of expenses related to Flock Safety license plate readers in the amount of \$4,650.00.

#### ATTORNEY'S REPORT

Ms. Staine stated she had nothing additional to report.

## ADDITIONAL REPORTS FROM DIRECTORS AND CONSULTANTS

The Board reviewed an email from a resident of Blackstone Creek requesting the District install lighting along the Blackstone Creek walking trail. A copy of the email is attached. Discussion ensued, and the Board concurred not to install lights because they do not want to encourage use of the trail after sunset.

The Board noted that it will hold its next meeting on financial matters on May 2, 2025.

## DISCUSS WATER AND SEWER USAGE AT A DISTRICT RESIDENCE AND POTENTIAL VIOLATIONS OF THE DISTRICT'S RATE ORDER

Director Newsom reported on unauthorized water and sewer usage at 1827 Cold River Dr. Mr. Mayfield distributed a timeline of events and relevant documents related to the utility account, copies of which are attached. He noted that at least one of the leases provided by the homeowner was found to be an invalid lease. He also noted that the homeowner has reconnected their water meter on multiple occasions following termination of utility service. Discussion ensued, and the Board concurred that the homeowner has violated the District's Rate Order multiple times. Ms. Staine discussed the various actions the Board can take against the homeowner for the Rate Order violations. Following review and discussion, Director Thornburg moved to assess a fee of \$10,000.00 for violating the Rate Order and require that the homeowner pay the fee and all amounts due or delinquent on the account, including reconnect fees and any other fees associated with the account, prior to reconnecting utility service. Director Allen seconded the motion, which passed unanimously.

Mr. Mayfield responded to the Board's inquiries regarding Si's procedures for inspecting meter usage for inactive accounts. The Board requested Si ensure that each meter is read every month, regardless of whether the meter has an active utility account. The Board also requested future violations of the District's Rate Order be brought to the Board's attention in a timely manner.

## CONVENE IN EXECUTIVE SESSION PURSUANT TO SECTION 551.071, TEXAS GOVERNMENT CODE, TO CONDUCT A PRIVATE CONSULTATION WITH ATTORNEY TO DISCUSS PENDING OR CONTEMPLATED LITIGATION, OR A SETTLEMENT OFFER

The Board did not convene in executive session.

There being no further business brought before the Board, and based on a motion made by Director Magee, seconded by Director Thornburg, and voted unanimously by the Board, the meeting was adjourned.



  
Secretary, Board of Directors

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| Timeline of events and relevant documents related to the utility account for 1827 Cold River Dr. .... | 3           |