

MINUTES
HARRIS COUNTY MUNICIPAL UTILITY DISTRICT NO. 278

March 7, 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 7th day of March, 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:

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| 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 Jessica Preston of Municipal Accounts & Consulting, L.P.; Brittany Keeswood of Assessments of the Southwest, Inc. ("ASW"); Loren Morales of Rathmann & Associates, L.P.; and Adisa Harrington and Hope Palmer of Allen Boone Humphries Robinson LP ("ABHR").

MINUTES

The Board considered approving the minutes of the special meeting of January 30, 2025, and the regular meeting of February 7, 2025. After review and discussion, Director Magee moved to approve the minutes, as presented. Director Thornburg seconded the motion, which passed unanimously.

PUBLIC COMMENTS

Ms. Harrington 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. Harrington 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. She also requested the Board approve check no. 16758 in the amount of \$6,147.30, payable to Division III & Constructors, Inc. for Pay Estimate No. 5 and Final for the walking trail at Blackstone Creek detention pond.

Director Newsom arrived at the meeting.

Ms. Preston then reviewed the Plan Review Deposits chart in the bookkeeper's report. She stated she will contact the District's engineer to determine if an additional plan review fee deposit is needed for BHW Creekstone Apartments.

Ms. Preston noted that Municipal Financial Services has provided the EVO report for the 2024 calendar year, a copy of which is attached. The Board members each concurred to review the report individually and report back to Municipal Financial Services if they would like to schedule a Zoom meeting with one or two Board members to review the report together.

Following review and discussion, Director Magee moved to approve the bookkeeper's report, the summary of investments, and payment of the bills, including check no. 16758. Director Thornburg seconded the motion, which passed unanimously.

CONFERENCE MATTERS

Ms. Harrington discussed revising the procedures for advances on conference expenses such that each Board member receives a flat amount rather than a maximum amount so the amount can be customized for each Director based on past usage.

Ms. Harrington then discussed the Guidelines in connection with the upcoming Association of Water Board Directors ("AWBD") summer conference, and discussion ensued regarding specific expenses eligible and ineligible for the conference. Following discussion, Director Newsom moved to authorize an advance of up to \$2,000.00 for conference expenses and approve a maximum of four per diems, three hotel nights, and reasonable meals for each director attending the AWBD summer conference, all to be submitted in accordance with the District's Guidelines. Director Magee seconded the motion, which passed unanimously.

Ms. Harrington discussed the District's Travel Reimbursement Guidelines (the "Guidelines") in connection with the upcoming American Water Works Association ("AWWA") conference, and discussion ensued regarding specific expenses eligible and ineligible for the conference. Following discussion, Director Newsom moved to authorize an advance of up to \$3,500.00 for conference expenses and approve a maximum of five per diems, four hotel nights, and reasonable meals for each director attending the AWWA conference, all to be submitted in accordance with the District's Guidelines. Director Magee seconded the motion, which passed unanimously.

Ms. Harrington noted that the AWBD and the AWWA conference dates overlap. She stated that if a director travels for or attends both conferences on the same day, they can only claim one per diem for that day.

TAX ASSESSMENT AND COLLECTION MATTERS

Ms. Keeswood presented and reviewed the tax assessor/collector's report, including the delinquent tax report. She stated that 95.54% of the 2024 property taxes were collected as of February 28, 2025. Following review and discussion, Director Allen 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.

AMENDMENT TO TAX CONTRACT

Ms. Keeswood presented and reviewed a proposed Eighth Amendment to Agreement for Services of Tax Assessor/Collector (the "Amendment"), which she explained updates ASW's fees. Following review and discussion, Director Magee moved to approve the Amendment. Director Allen seconded the motion, which passed unanimously.

RESOLUTION CONCERNING EXEMPTIONS FROM TAXATION

Mr. Morales presented and reviewed a tax exemption analysis with the Board, a copy of which is attached. Ms. Harrington stated the District currently grants a general residential homestead exemption of 9% (but not less than \$5,000) and grants an exemption of \$60,000.00 of the appraised value of residence homesteads of individuals who are disabled or over 65 years of age. She then reviewed a Resolution Concerning Exemptions from Taxation ("Resolution"). Following review and discussion, Director Newsom moved to adopt a Resolution granting a general residential homestead exemption of 10% (but not less than \$5,000) and an exemption of \$70,000.00 of the appraised value of residence homesteads of individuals who are disabled or over 65 years of age and direct that the Resolution be filed appropriately and retained in the District's official records. Director Magee seconded the motion, which passed unanimously.

RENEWAL OF ANNUAL LETTER AGREEMENTS FOR FLOCK SAFETY

Ms. Palmer inquired if the Board would like to enter into new annual letter agreements with the participating homeowners' associations ("HOAs") for the Flock Safety license plate readers. Following discussion, Director Thornburg moved to authorize ABHR to prepare the new annual letter agreements and coordinate with the participating HOAs for execution of the same. Director Magee seconded the motion, which passed unanimously.

ATTORNEY'S REPORT

Ms. Harrington stated she had nothing additional to report.

ADDITIONAL REPORTS FROM DIRECTORS AND CONSULTANTS

The Board noted that it will meet next on April 4, 2025.

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

LIST OF ATTACHMENTS TO MINUTES

| | Minutes |
|--|-------------|
| | <u>Page</u> |
| Bookkeeper's report..... | 1 |
| EVO report..... | 2 |
| Tax assessor/collector's report and delinquent tax report..... | 3 |
| Tax exemption analysis | 3 |