

MINUTES  
FORT BEND COUNTY MUNICIPAL UTILITY DISTRICT NO. 163

June 27, 2024

The Board of Directors (the "Board") of Fort Bend County Municipal Utility District No. 163 (the "District") met in regular session, open to the public, on the 27th day of June, 2024, at the offices of Allen Boone Humphries Robinson LLP, 3200 Southwest Freeway, Suite 2600, Houston, Texas, outside the boundaries of the District, and the roll was called of the members of the Board:

Richard Patrick	President
Jennifer Hundl	Vice President
Justin Ring	Secretary
Omar Cabello	Assistant Vice President
Andy Zepeda	Assistant Secretary

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

Also attending the meeting were: Rose Montalbano of Municipal Accounts & Consulting, LP; Kristy Hebert of Tax Tech, Inc.; Ralph Saldana of Pape-Dawson Engineers ("PDE"); Trevor Konopka of Robert W. Baird & Co. Incorporated; Brandon West of Touchstone District Services ("Touchstone"); and Adisa Harrington and Carnell Emanuel of Allen Boone Humphries Robinson LLP ("ABHR").

PUBLIC COMMENTS

There was no public comment.

MINUTES

The Board considered approving the minutes from the May 23, 2024, meeting. Following review and discussion, Director Zepeda moved to approve the minutes, as submitted. Director Patrick seconded the motion, which passed unanimously.

RENEWAL OF DISTRICT'S INSURANCE POLICIES

The Board reviewed a proposal from Brown & Brown Insurance for renewal of the District's insurance for the 2024-2025 term. Following review and discussion, Director Cabello moved to accept the proposal from Brown & Brown. Director Hundl seconded the motion, which passed unanimously.

ASSOCIATION OF WATER BOARD DIRECTORS ("AWBD") SUMMER CONFERENCE, REIMBURSEMENT OF ELIGIBLE EXPENSES, AND ATTENDANCE AT WINTER CONFERENCE

The Board discussed the AWBD summer conference and considered authorizing attendance at the winter conference. Following discussion, Director Patrick moved to: (1) approve reimbursement of eligible expenses for Directors who attended the summer conference, which the bookkeeper confirmed were submitted in accordance with the District's Travel Reimbursement Guidelines; and (2) authorize attendance of any interested Directors at the winter conference. Director Hundl seconded the motion, which passed unanimously.

FINANCIAL AND BOOKKEEPING MATTERS

Ms. Montalbano reviewed the bookkeeper's report and bills submitted for payment. A copy of the bookkeeper's report is attached. Following review and discussion, Director Hundl moved to approve the bookkeeper's report and payment of the bills. Director Zepeda seconded the motion, which passed unanimously.

TAX COLLECTION MATTERS

Ms. Hebert reviewed the monthly tax assessor/collector's report and bills submitted for payment. A copy of the tax assessor/collector's report is attached. Following review and discussion, Director Patrick moved to approve the tax report and the checks presented for payment. Director Zepeda seconded the motion, which passed unanimously.

AUTHORIZE DELINQUENT TAX ATTORNEY TO PROCEED WITH COLLECTION OF DELINQUENT TAXES

The Board considered authorizing Perdue, Brandon, Fielder, Collins & Mott, LLP ("Perdue Brandon") to proceed with the collection of 2023 real property taxes that are delinquent on July 1, 2024. Following discussion, Director Patrick moved to authorize Perdue Brandon to proceed with delinquent tax collections when appropriate. Director Zepeda seconded the motion, which passed unanimously.

SECOND AMENDMENT TO AMENDED AND RESTATED CONTRACT FOR THE ASSESSMENT AND COLLECTION OF TAXES

Ms. Hebert reviewed a Second Amendment to Amended and Restated Contract for the Assessment and Collection of Taxes (the "Amendment"). She stated that the Amendment increases the per item charge to \$1.22 per item with a monthly minimum of \$1000 and increases the fee for continuing disclosures to \$750. Following review and discussion, Director Hundl moved to approve the Amendment. Director Cabello seconded the motion, which passed unanimously.

ENGINEERING MATTERS

Mr. Saldana reviewed the maintenance report prepared by Storm Water Solutions, LLC, a copy of which is attached.

UPDATE ON 46-ACRE ANNEXATION

There was no discussion on this matter.

UPDATE ON 24-ACRE ANNEXATION

Mr. Saldana updated the Board on the annexation of an approximately 24-acre tract into the District.

The Board then considered authorizing and approving a development financing agreement between Pelican Builders, Inc. and the District (the "Agreement"). Following review and discussion Director Hundl moved to approve the Agreement, subject to finalization. Director Patrick seconded the motion, which passed unanimously.

ATTORNEY'S REPORT

There was no discussion on this matter.

WEBSITE MATTERS

Mr. West presented a communications report provided by Touchstone, a copy of which is attached.

REPORTS FROM DIRECTORS AND CONSULTANTS

Director Patrick updated the Board on the Katy Area Economic Development Council meeting.

MEETING SCHEDULE

The Board concurred to tentatively schedule the next meeting for July 25, 2024, at 9:30 a.m. at the offices of ABHR.

There being no further business to come before the Board, the meeting was adjourned.

(SEAL)



  
Secretary, Board of Directors

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