

MINUTES  
RENN ROAD MUNICIPAL UTILITY DISTRICT  
OF HARRIS AND FORT BEND COUNTIES, TEXAS

November 5, 2021

The Board of Directors (the "Board") of Renn Road Municipal Utility District of Harris and Fort Bend Counties, Texas (the "District"), met in regular session, open to the public, at the offices of Vogler & Spencer Engineering, Inc., 777 North Eldridge Parkway, Suite 500, Conference Room A, Houston, Texas 77079, outside the boundaries of the District, on the 5<sup>th</sup> day of November, 2021, and the roll was called of the members of the Board being present in-person or by telephone:

Russell G. Cook	President
Kathleen Farris	Vice President
Mario Peralta	Secretary
Bertha ("Candy") Fair	Assistant Vice President
Victoria D. Estick	Assistant Secretary

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

Also attending the meeting were Christie Leighton of Best Trash, LLC; Major Jessie Sampson of SEAL Security Solutions, LLC; Elizabeth Harris of Environmental Allies ("EA"); Tina Kelsey of Myrtle Cruz, Inc.; Robin Goin of Bob Leared Interests; Missy Steadman of Inframark, LLC ("Inframark"); Ryan Vogler and Jeff Vogler of Vogler & Spencer Engineering, Inc. ("V&S"); Sherri Greenwood of BKD, LLP; Carl Peters of Kingsbridge Municipal Utility District; Moni Mansour, a resident of the District; Miriam Beck and Carole Bagley of West Keegans Bayou Improvement District, Fort Bend and Harris Counties, Texas; and Katie Sherborne, Brooke Milbauer and Kathryn Easey of Allen Boone Humphries Robinson, LLP ("ABHR").

MINUTES

The Board considered approving the minutes of the October 7, 2021, meeting. Following review and discussion, Director Fair moved to approve the minutes of the October 7, 2021, meeting, as submitted. Director Peralta seconded the motion, which passed unanimously.

PUBLIC COMMENTS

There was no discussion on this agenda item.

## GARBAGE COLLECTION AND RECYCLING MATTERS

Ms. Leighton reviewed a report regarding garbage and recycling collection in the District, a copy of which is attached. The Board discussed safety and trash bin handling matters.

## SECURITY AND PATROL MATTERS

Major Sampson presented and reviewed a report regarding security in the District, a copy of which is attached. He discussed vehicle parking issues with the Board, and he noted the District can have a vehicle towed at the owner's expense if it is illegally parked. Major Sampson reminded the Board to re-set timers on lights for daylight savings time and to request vacation watches during the holidays. Director Fair reported that she is not receiving security reports and patrol schedules.

## MOWING AND DETENTION POND MAINTENANCE

Ms. Harris presented and reviewed a mowing and detention pond maintenance report, a copy of which is attached.

Ms. Harris reported there are manhole covers in the detention basin that have shifted off center and need to be re-set. The Board requested Ms. Harris to obtain a proposal to re-set the manhole covers for review at the next meeting.

Ms. Harris reported fence debris along the drainage channel behind homes in the 9800 and 9900 blocks of Kingsville Park Dr. The Board requested ABHR to prepare and send letters to the homeowners to have the fence debris removed, pending confirmation of the addresses by Ms. Harris.

Ms. Harris reported two homeowners located in the 9800 block of Kingsville Park Dr. have expanded their property and landscaping into the drainage channel. The Board concurred to demand the expanded property and landscaping be removed by the homeowners, pending confirmation of the property lines by the District's engineer and confirmation of the addresses by Ms. Harris.

Ms. Harris then reviewed a proposal from EA to desilt the drainage channel for a cost of \$22,968.13. Following review and discussion, Director Peralta moved to approve EA's proposal to desilt the drainage channel for a cost of \$22,968.13. Director Estick seconded the motion, which passed unanimously.

## POLICY FOR REQUESTS FOR FINANCIAL CONTRIBUTIONS FOR COMMUNITY IMPROVEMENT PROJECTS

Ms. Sherborne presented and reviewed with the Board a proposed Policy for Contributions to Fence Projects. Discussion ensued regarding fence building material

options. The Board took no action on this matter and concurred to reconsider the matter once Kingspoint Homeowners Association, Inc. provides additional information on the status of obtaining easement agreements with homeowners for the community perimeter fence placement.

#### DEVELOPER REIMBURSEMENT REPORT FOR SERIES 2021 BONDS, AND AUTHORIZE DISBURSEMENT OF FUNDS

Ms. Greenwood reviewed the reimbursement report reflecting the amounts reimbursable by the District to K. Hovnanian Homes for construction of the projects funded by the District's \$2,625,000 Unlimited Tax Bonds, Series 2021 (the "Series 2021 Bonds").

Ms. Sherborne updated the Board on the status of the pre-purchase inspection of the facilities by the Texas Commission on Environmental Quality ("TCEQ"). She stated K. Hovnanian Homes will continue to receive interest until a letter of no deficiencies is received from the TCEQ. She then discussed the use of surplus bond funds for rehabilitating or constructing District facilities.

Following review and discussion, Director Estick moved to approve the developer reimbursement report for the Series 2021 Bonds, pending finalization, and authorize disbursement of funds. Director Fair seconded the motion, which passed unanimously.

#### FINANCIAL AND BOOKKEEPING MATTERS

Ms. Kelsey presented and reviewed the bookkeeper's report, including the District's monthly bills, for the Board's consideration. A copy of the bookkeeper's report, including a list of the bills approved for payment, is attached. She reviewed the District's updated year-to-date budget comparison, investment report, pledged securities report, report on the sewage treatment plant general operating account, and a year-to-date budget for the sewage treatment plant.

Ms. Kelsey reported that the District's BBVA USA operating account will remain open until Inframark has transitioned all its accounts to another banking institution.

Ms. Kelsey noted hand-written check no. 1046 in the amount of \$60.61 payable to Director Cook and hand-written check no. 1047 in the amount of \$38.39 payable to Director Fair, both of which are for purchasing covers for District-issued iPads, are also being presented for approval, but are not included in the bookkeeper's report.

Following review and discussion, Director Peralta moved to approve the bookkeeper's report, the bills presented for payment, and the hand-written checks in the amounts of \$60.61 payable to Director Cook and \$38.39 payable to Director Fair. Director Fair seconded the motion, which passed unanimously.

## TAX ASSESSMENT AND COLLECTIONS MATTERS

Ms. Goin presented and reviewed with the Board the monthly tax assessor/collector's report, a copy of which is attached, including a list of the checks presented for payment and the list of top delinquent tax accounts. She stated 99.173% of the District's 2020 taxes and 1.936% of the District's 2021 taxes have been collected as of October 31, 2021. Following review and discussion, Director Peralta moved to approve the tax assessor/collector's report and payment of tax bills. Director Estick seconded the motion, which passed unanimously.

## OPERATION OF DISTRICT FACILITIES

Ms. Steadman presented and reviewed with the Board the monthly operator's report, a copy of which is attached. She updated the Board on inspections, repairs, and maintenance items performed in the District. She stated that the District currently has 1,476 water connections and the percentage of water billed versus water produced for the previous billing cycle was 95.52%.

Ms. Steadman updated the Board on the status of the smart meter replacement project. She reported shipment of the one-inch meters is delayed due to microchip shortages.

Ms. Steadman updated the Board on the status of the fire hydrant survey.

Ms. Steadman reviewed four delinquent accounts totaling \$1,424.20 deemed uncollectible by the operator, and recommended the accounts be submitted to the collection agency.

Ms. Steadman reported that no deposit refund credits would be issued because none of the twelve customer accounts potentially eligible for deposit refunds had perfect payment history.

Ms. Steadman updated the Board on the status of the tree and shrub trimming at the Wastewater Treatment Plant. She stated Inframark did not receive the additional information requested from the original contractor in order to proceed with the work. She then reviewed a proposal in the amount of \$7,800.00 from Junction Landscape for the tree and shrub trimming at the Wastewater Treatment Plant.

Ms. Steadman reviewed a proposal in the amount of \$4,009.00 from Hahn Equipment Co. to repair Lift Pump No. 1 at Lift Station No. 1.

Ms. Steadman distributed and reviewed the annual consumer price index adjustment ("CPI") for the District, a copy of which is attached to the operator's report. She stated there was no CPI increase to Inframark's schedule of standard rates for 2021 because the smart meter replacement project was ongoing. She stated the CPI reflects

Inframark's rates will increase by 3.377%. She then stated a rate order analysis will be presented for the Board's consideration at the next meeting.

Ms. Steadman reported on the status of the waterline break at Eldridge Pkwy. and Bissonnet St. caused by a directional boring contractor working in the District. She stated Inframark has back charged the contractor for the repair work.

Ms. Steadman reviewed the Touchstone District Services communications report with the Board, a copy of which is attached to the operator's report. She stated Touchstone District Services can also distribute smart meter communications to the District's customers as needed.

Ms. Steadman presented a list of delinquent customers, and reported that the customers 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 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 Peralta moved to (1) approve the operator's report; (2) authorize Inframark to turn over to collections the accounts totaling \$1,424.20; (3) approve the proposal from Junction Landscape in the amount of \$7,800.00 for tree and shrub trimming at the Wastewater Treatment Plant; (4) approve the proposal from Hahn Equipment Co. in the amount of \$4,009.00 to repair Lift Pump No. 1 at Lift Station No. 1; and (5) 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 Fair seconded the motion, which passed unanimously.

Ms. Sherborne presented and reviewed with the Board a Resolution Approving Electronic Payment Services for District Customers (the "Resolution") and related payment processing agreements with Pace and T-Tech. Following review and discussion, Director Fair moved to adopt the Resolution and direct that the Resolution and the related agreements be filed appropriately and retained in the District's official records. Director Peralta seconded the motion, which passed unanimously.

#### ENGINEERING MATTERS

Mr. Vogler presented and reviewed an engineer's report, a copy of which is attached.

There was no discussion on West Harris County Regional Water Authority matters.

Mr. Vogler updated the Board on the status of the clarifier rehabilitation project and the Wastewater Treatment Plant permit renewal.

Mr. Vogler updated the Board on the status of the construction projects on Belknap Road from Old Richmond Road to West Belfort and on Old Richmond Road from Belknap Road to Sugarland Howell.

Mr. Vogler stated there was no change on the status of the interlocal agreement with Harris and Fort Bend Counties to repair the pavement and inlet issues in Keegans Wood.

Mr. Vogler updated the Board on the status of the reimbursement from Fort Bend County for the fence relocation at the Wastewater Treatment facility.

Mr. Vogler reported the interim and emergency water supply agreement with Fort Bend County Municipal Utility District No. 2 is under review by ABHR.

Mr. Vogler updated the Board on the status of the Harmony School public utility extension project. He stated V&S and Harmony School are currently awaiting agency approvals of the plans, but onsite construction is underway.

Mr. Vogler updated the Board on the status of bond application no. 9.

Following review and discussion, Director Fair moved to approve the engineer's report. Director Peralta seconded the motion, which passed unanimously.

#### STORM WATER MANAGEMENT PLAN

Mr. Vogler updated the Board on the status of the storm water permit renewal application. He reported the District's State of Texas Environmental Electronic Reporting System (STEERS) account has been created.

#### RESOLUTION CASTING BALLOT FOR THE ELECTION OF A PERSON TO THE BOARD OF DIRECTORS OF THE HARRIS COUNTY APPRAISAL DISTRICT

The Board considered adopting a Resolution Casting Ballot for the Election of a Person to the Board of Directors of the Harris County Appraisal District ("Appraisal District"). Ms. Sherborne explained that the director will serve as a representative of the conservation and reclamation districts within the Appraisal District's jurisdiction. Following review and discussion, Director Fair moved to adopt a Resolution casting the District's ballot for Jonathan Cowen and direct that the Resolution be filed appropriately and retained in the District's official records. Director Estick seconded the motion, which passed unanimously.

RESOLUTION VOTING FOR DIRECTOR FOR BOARD OF DIRECTOR ELECTION  
FOR FORT BEND CENTRAL APPRAISAL DISTRICT

The Board took no action on this agenda item.

KINGSBRIDGE MUNICIPAL UTILITY DISTRICT, WEST KEEGAN'S BAYOU  
IMPROVEMENT DISTRICT ("WEST KEEGAN'S"), WEST HARRIS COUNTY  
REGIONAL WATER AUTHORITY ("WHCRWA"), AND REGIONAL MUNICIPAL  
MEETING MATTERS

Director Cook updated the Board on the status of the West Keegan's Bayou trail.

DISCUSS REGULAR MEETING DATE AND TIME

The Board concurred to hold the next Board meeting at the offices of V&S on Friday, December 3, 2021, at 11:30 a.m.

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

(SEAL)



*Mario Pinalta*

Secretary, Board of Directors

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