

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

January 7, 2022

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, on the 7th day of January, 2022, 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, and the roll was called of the members of the Board:

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 Peralta, thus constituting a quorum. Director Peralta joined by teleconference, but did not participate in the meeting.

Also attending the meeting were Jennifer Hanna of BKD, LLP; Major Jessie Sampson of SEAL Security Solutions, LLC; Elizabeth Harris of Environmental Allies; Brittini Silva 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"); Carl Peters of Kingsbridge Municipal Utility District ("Kingsbridge"); Moni Mansour, a resident of the District; Carole Bagley and Mike Emerson of West Keegans Bayou Improvement District, Fort Bend and Harris Counties, Texas ("West Keegans"); and Katie Sherborne, Brooke Milbauer and Kathryn Easey of Allen Boone Humphries Robinson, LLP ("ABHR").

MINUTES

The Board considered approving the minutes of the December 3, 2021, meeting. Following review and discussion, Director Farris moved to approve the minutes of the December 3, 2021, meeting, as submitted. Director Fair seconded the motion, which passed unanimously.

PUBLIC COMMENTS

There was no discussion on this agenda item.

2022 DIRECTORS ELECTION

Ms. Milbauer discussed procedures related to the 2022 Directors Election. She reviewed a Resolution Designating an Agent of the Secretary of the Board of Directors During the 2022 Directors Election Period. Ms. Milbauer reported on requirements to post a Notice of Deadline to File Applications for Place on the Ballot for the 2022 Directors Election. Ms. Milbauer stated that the District may contract with Fort Bend County and Harris County to conduct the District's 2022 Directors Election.

Following review and discussion, Director Farris moved to (1) adopt a Resolution Designating an Agent of the Secretary of the Board During the 2022 Directors Election Period appointing Kathryn Easey as the agent of the Secretary of the Board of Directors to perform the duties of the District's Directors Election, authorize the agent to post the related notice as required, and direct that the Resolution be filed appropriately and retained in the District's official records; (2) authorize the Secretary's agent to post the Notice of Deadline to File Applications for Place on the Ballot for the 2022 Directors Election as required; and (3) contract with Fort Bend County and Harris County to administer the District's election. Director Fair seconded the motion, which passed unanimously.

AUDIT FOR THE REGIONAL SEWAGE TREATMENT PLANT AND THE DISTRICT'S FISCAL YEAR ENDED SEPTEMBER 30, 2021

Ms. Hanna presented and reviewed with the Board draft audit reports for the fiscal year ended September 30, 2021, for the District and the regional sewage treatment plant. Following review and discussion, Director Farris moved to approve the audit reports for the fiscal year ended September 30, 2021, subject to final review by the District's consultants, and direct that the audits be filed appropriately and retained in the District's official records. Director Estick seconded the motion, which passed unanimously.

GARBAGE COLLECTION AND RECYCLING MATTERS

The Board reviewed a report prepared by Best Trash, LLC regarding garbage and recycling collection in the District, a copy of which is attached.

SECURITY AND PATROL MATTERS

Major Sampson presented and reviewed a report regarding security in the District, a copy of which is attached.

MOWING AND DETENTION POND MAINTENANCE

Ms. Harris presented and reviewed a mowing and detention pond maintenance report, a copy of which is attached. She updated the Board on the status of the earthen

pilot channel desilting and manhole cover projects. She stated she had no items for the Board's approval.

POLICY FOR REQUESTS FOR FINANCIAL CONTRIBUTIONS FOR COMMUNITY IMPROVEMENT PROJECTS

The Board deferred action on this item.

FINANCIAL AND BOOKKEEPING MATTERS

Ms. Silva 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. Silva updated the Board on the status of the developer reimbursement for K. Hovnanian Homes. She reported the Allegiance Bank capital projects account was not yet set up to process wire transfers and funds had to be transferred from the capital projects Texpool account to the Allegiance Bank operating account for check no. 1070 in the amount of \$2,254,760.13 payable to K. Hovnanian Homes.

The Board noted that Directors Cook and Fair attended a West Keegans board of directors meeting and that separate per diems were not included in their director fees checks. Directors Cook and Fair agreed to have these per diems included in the checks to be approved at the next Board meeting.

The Board requested that Ms. Silva include spreadsheets in the bookkeeper's report for each construction fund account showing bond issuance information, construction and non-construction cost items, amounts approved, amounts disbursed and amounts remaining.

Following review and discussion, Director Estick moved to approve the bookkeeper's report and the bills presented for payment. Director Farris seconded the motion, which passed unanimously.

ANNUAL DISCLOSURE STATEMENTS FOR INVESTMENT OFFICER AND BOOKKEEPER

In accordance with the District's Investment Policy, the Board considered the annual disclosure statements of Brittni Silva and Mary Jarmon as the District's bookkeeper and investment officer, respectively. Ms. Milbauer explained that the statements disclose any relationships with entities or individuals who are offering, have offered, or may offer to engage in an investment transaction with the District, and the

disclosure statements will be filed with the Texas Ethics Commission and the District. After review and discussion, Director Farris moved to accept the disclosure statements as presented, and direct that they be filed appropriately and retained in the District's official records. Director Fair seconded the motion, which passed unanimously.

ANNUAL REPORT REGARDING POST-ISSUANCE COMPLIANCE POLICY

Ms. Milbauer reported on the District's compliance activities during the prior calendar year related to bond financings. She stated that no corrective action is required at this time.

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 59.995% of the District's 2021 taxes have been collected as of December 31, 2021. Following review and discussion, Director Estick moved to approve the tax assessor/collector's report and payment of tax bills. Director Fair seconded the motion, which passed unanimously.

RESOLUTION NOMINATING A CANDIDATE TO SERVE AS DIRECTOR ON THE BOARD OF DIRECTORS OF THE WEST HARRIS COUNTY REGIONAL WATER AUTHORITY ("WHCRWA") DIRECTOR PRECINCT NO. 1

The Board reviewed a Resolution Nominating a Candidate to Serve as Director on the Board of Directors of the WHCRWA Director Precinct No. 1. After review and discussion, Director Fair moved to adopt the Resolution Nominating a Candidate to Serve as Director on the Board of Directors of the WHCRWA Director Precinct No. 1, reflecting Larry Wepler as the Board's nominated candidate, and direct that the Resolution be filed appropriately and retained in the District's official records. Director Farris seconded the motion, which passed unanimously.

WATER USAGE REPORTING FORM TO THE WHCRWA

The Board considered approving and authorizing the operator to submit the District's water usage reporting form to the WHCRWA. After discussion, Director Farris moved to authorize the operator to submit the District's water usage reporting form to the WHCRWA and direct that it be filed appropriately and retained in the District's official records. Director Fair 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 1,471 water connections and the percentage of water billed versus water produced for the previous billing cycle was 95.42%.

Ms. Steadman updated the Board on the status of the smart meter replacement project. She reported shipment of the one-inch meters continues to be delayed.

Ms. Steadman reviewed two delinquent accounts totaling \$627.18 deemed uncollectible by the operator, and recommended the accounts be submitted to the collection agency.

Ms. Steadman updated the Board on the status of the fire hydrant repairs and painting project.

Ms. Steadman reviewed a rate order analysis for proposed amendments to the District's Rate Order following Inframark's annual consumer price index adjustments. Ms. Milbauer then discussed recently enacted legislation prohibiting certain retail water or sewer providers from imposing late fees or terminating service for nonpayment of water bills that become due during a period when the previous day's highest temperature and the predicted temperature for the next 24 hours is not higher than 28 degrees Fahrenheit. Ms. Milbauer stated an Amended Rate Order would be prepared incorporating such provisions and the operator's recommended amendments.

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.

Ms. Steadman stated Touchstone District Services has updated customer and director contact information for email and text notifications.

Ms. Steadman reported on a scheduled water outage in the coming week in Kings Pointe subdivision for routine maintenance.

Following review and discussion, Director Estick moved to (1) approve the operator's report; (2) authorize Inframark to turn over to collections the accounts totaling \$627.18; (3) approve the amendments to the District's Rate Order as discussed, pending finalization; and (4) 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.

ENGINEERING MATTERS

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

There was no additional discussion on WHCRWA 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 reported the Keegans Wood pavement and inlet repairs project has been placed on hold due to commissioner precinct redistricting in both Harris and Fort Bend Counties.

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 reported the water plant will be taken offline to perform the 5-year inspections on the tanks to check the condition of the coatings for thickness and leaks. He requested approval of a quote from Aquastore in the amount of \$1,500.00 to perform the inspections on the tanks.

Following review and discussion, Director Estick moved to (1) approve the engineer's report; and (2) approve the quote from Aquastore in the amount of \$1,500.00 and authorize Aquastore to perform the tank inspections. Director Farris seconded the motion, which passed unanimously.

STORM WATER MANAGEMENT PLAN

There was no discussion on this agenda item.

CRITICAL LOAD SPREADSHEET

The Board reviewed the District's Critical Load Spreadsheet ("CLS"). Ms. Milbauer stated the District's updated CLS will be filed with the required entities.

Director Farris moved to approve the CLS and authorize that it be filed appropriately and retained in the District's official records. Director Fair seconded the motion, which passed unanimously.

RESOLUTION ESTABLISHING ADDRESSES AND METHODS FOR TEXAS PUBLIC INFORMATION ACT REQUESTS

Ms. Milbauer reviewed with the Board a memorandum regarding designating addresses and methods for receipt of requests for public information under the Texas Public Information Act ("TPIA Requests"), a copy of which is attached. The Board considered designating a mailing address and an email address and approving other methods for receipt of TPIA Requests, pursuant to Section 552.234 of the Texas Government Code. After review and discussion, Director Farris moved to (1) adopt a Resolution Establishing Addresses and Methods for Texas Public Information Act Requests ("Resolution") to (a) designate the address of the District's official office as the mailing address and *ren001@txdistricts.info* as the email address for receipt of TPIA Requests to the District, and (b) direct that the designated addresses and methods be printed on the sign displayed by the District under Section 552.205, Texas Government Code; and (2) direct the Resolution to be filed appropriately and retained in the District's official records. Director Estick seconded the motion, which passed unanimously.

DISTRICT REGISTRATION FORM

The Board considered authorizing filing of an updated District Registration Form with the Texas Commission on Environmental Quality ("TCEQ"), reflecting updated contact information for the District's consultants. Following review and discussion, Director Fair moved to authorize filing of the updated District Registration Form with the TCEQ and direct that it be filed appropriately and retained in the District's official records. Director Estick seconded the motion, which passed unanimously.

ANNUAL CYBERSECURITY TRAINING

Ms. Milbauer reviewed the annual cybersecurity training requirements for certain local government employees and elected officials pursuant to Chapter 2054, Texas Government Code. She stated that Board members must select a training program that is certified by the Texas Department of Information Resources. Ms. Sherborne added that according to the Texas Department of Information Resources the training should be completed by August 31st of each year.

KINGSBRIDGE MUNICIPAL UTILITY DISTRICT, WEST KEEGANS, WHCRWA, AND REGIONAL MUNICIPAL MEETING MATTERS

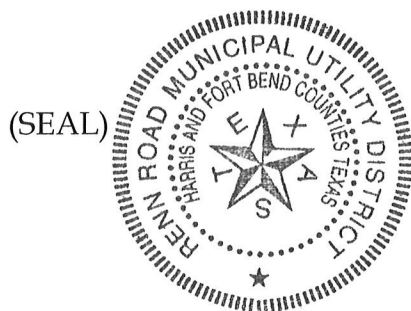
The Board discussed security services offered by OnSite Protection Inc. ("OnSite") and agreed to request that OnSite prepare a proposal for security services for the District and attend the March Board meeting to present the proposal.

Mr. Emerson discussed the purchase, maintenance and monitoring of trail cameras along West Keegans Bayou.

DISCUSS REGULAR MEETING DATE AND TIME

The Board concurred to hold the next Board meeting at the offices of V&S on Friday, February 4, 2022, at 11:30 a.m.

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



Aravis Plucetta
Secretary, Board of Directors

LIST OF ATTACHMENTS TO MINUTES

	Minutes
	<u>Page</u>
Garbage and recycling collection report.....	2
Security report	2
Mowing and detention pond maintenance report.....	2
Bookkeeper’s report.....	3
Tax assessor/collector’s report	4
Operator’s report.....	5
Engineer’s report.....	6
Memorandum to Board regarding Designated Addresses and Methods for Texas Public Information Act Requests	7