

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

February 4, 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 4<sup>th</sup> day of February, 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 Cook, thus constituting a quorum. Director Farris participated by videoconference.

Also attending the meeting in person or by telephone were Christie Leighton of Best Trash, LLC; 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"); Justin Klump of Storm Water Solutions LLC; Carl Peters of Kingsbridge Municipal Utility District; Moni Mansour, a resident of the District; Carole Bagley and Miriam Beck 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 January 7, 2022, meeting. Following review and discussion, Director Estick moved to approve the minutes of the January 7, 2022, 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 reviewed an Order Calling Directors Election.

Ms. Milbauer discussed the Notice of Election and noted that the notice will be required to be posted or published and provided to the County Clerks and Voter Registrars of Fort Bend County and Harris County if the District holds a Directors Election.

Following review and discussion, Director Fair moved to (1) adopt the Order Calling Directors Election and direct that the Order be filed appropriately and retained in the District's official records; and (2) authorize the Secretary's agent to post or publish and provide to the County Clerks and Voter Registrars the Notice of Election, if required, and to direct that the Notice of Election be filed appropriately and retained in the District's official records. Director Peralta seconded the motion, which passed unanimously.

## GARBAGE COLLECTION AND RECYCLING MATTERS

Ms. Leighton reviewed a report 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. Major Sampson reported a number of street signs and stop signs are being damaged possibly due to large commercial trucks parking and maneuvering in the District. The Board noted the respective homeowners' association will contact the appropriate county for sign replacement.

## 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, and fence debris removal. She then discussed removal of debris in the drainage channel. She stated she had no items for the Board's approval.

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

The Board reviewed and discussed the proposed Policy for Contributions to Fence Projects (the "Policy"). Discussion ensued regarding a required one-year fence warranty and a minimum 65% financial contribution by the homeowner's association toward the cost of constructing the fence. After review and discussion, Director Farris

moved to approve the Policy, as discussed, and direct that the Policy be filed appropriately and retained in the District's official records. Director Peralta seconded the motion, which passed unanimously.

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

The Board discussed payment of per diems for directors who attended the AWBD winter conference. After review and discussion, Director Fair moved to approve payment of per diems for directors who attended the AWBD winter conference and authorize attendance at the AWBD summer conference. Director Estick seconded the motion, which passed unanimously.

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 reported the general operating account with BBVA Bank will remain open as long as revenue continues to be received in the account.

Ms. Silva noted hand-written check no. 1118 in the amount of \$138.52 payable to Director Estick for her virtual attendance at the AWBD winter conference is also being presented for approval but is not included in her report. She also noted hand-written check no. 1119 in the amount of \$138.52 payable to Director Cook for his attendance at the West Keegans board of directors meeting held January 12, 2022, is also being presented for approval but is not included in her report.

Following review and discussion, Director Estick moved to approve the bookkeeper's report, the bills presented for payment, hand-written check no 1118 in the amount of \$138.52 payable to Director Estick, and hand-written check no 1119 in the amount of \$138.52 payable to Director Cook. Director Peralta 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 91.565% of the District's 2021 taxes have been collected as of January 31, 2022. Following review

and discussion, Director Peralta moved to approve the tax assessor/collector's report and payment of tax bills. Director Fair seconded the motion, which passed unanimously.

#### RESOLUTION CONCERNING EXEMPTIONS FROM TAXATION

The Board discussed tax exemptions for 2022 and reviewed a Resolution Concerning Exemptions from Taxation, reflecting that the Board of Directors rejects a general residential homestead exemption and grants a \$10,000 exemption for persons who are disabled or sixty-five years of age or older. Following review and discussion, Director Estick moved to adopt the Resolution Concerning Exemptions from Taxation and direct that the resolution 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, including the Lift Pump #1 repair, the fire hydrant repairs and painting project, and the winterization of District facilities. She stated that the District currently has 1,479 water connections and the percentage of water billed versus water produced for the previous billing cycle was 92.46%.

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 one delinquent account totaling \$40.52 deemed uncollectible by the operator, and recommended the account be submitted to the collection agency.

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 reviewed the communications report prepared by Touchstone District Services ("Touchstone"), a copy of which is attached to the operator's report. Ms. Steadman reported using Touchstone to notify residents via text alert of a water outage in Kings Pointe subdivision.

Discussion ensued regarding surface water nitrification and mitigation methods.

Following review and discussion, Director Peralta moved to (1) approve the operator's report; (2) authorize Inframark to turn over to collections the account totaling \$40.52; and (3) 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 Estick 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 WHCRWA matters.

Mr. Vogler updated the Board on the status of the clarifier rehabilitation project.

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 stated the Water Meter Easement from Harmony Public Schools previously approved at the December 3, 2021, Board meeting has been finalized and will be circulated for signature.

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 reviewed a request from Fort Bend County to construct a wireless traffic signal communications tower at the District's sewage treatment plant. A copy of Fort Bend County's Wireless Traffic Signal Communication System overview is attached to the engineer's report. Mr. Vogler proposed that Fort Bend County construct the tower on the 1.348-acre triangular tract owned by the District that is located near the Sugarfield detention pond in exchange for pavement and inlet repairs in Keegans Wood.

Mr. Vogler stated he had no items for the Board's approval.

STORM WATER MANAGEMENT PLAN

Mr. Klump updated the Board on the District’s Storm Water Management Plan (“SWMP”). He distributed and reviewed the year 3 annual report for the SWMP, and a summary of the year 4 training and goals under the SWMP, copies of which are attached. He presented a utility bill insert regarding stormwater runoff and prevention of stormwater pollution, a copy of which is also attached.

Mr. Klump began his training session with the Board and other consultants. He stated the topic of the year 4 training was stormwater pollution prevention, the minimum control measures, and bacteria-specific elements. Mr. Klump explained the importance of keeping household hazardous waste, pet waste, and yard waste out of the storm sewers, to prevent adding to bacterial impairment. He then continued with the training, thoroughly explaining the sources of bacteria and outlining the program elements of the SWMP that deal with these sources.

Following review and discussion, Director Estick moved to approve the year 3 annual SWMP report and the utility insert. Director Fair seconded the motion, which passed unanimously.

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

There was no discussion on this agenda item.

DISCUSS REGULAR MEETING DATE AND TIME

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

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



*Manish Pruthi*  
Secretary, Board of Directors

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